



Horsham Trafalgar Neighbourhood Council

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Minutes of the 463rd Trafalgar Neighbourhood Council Meeting held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 11th December 2024 at 7.00pm

Members present: Morag Warrack (Chair), Colin Bush, Ed Coulson, Olive Hobbs, Joe Carpenter

In attendance: Nigel Dennis, Terry Connolly, Rhoda Hatton (clerk), John Preston, Treasurer (from item 10)

Minute	Matter
1/463/24	MW welcomed members thanking them for attending and apologies for absence were received from Mark Francis, Martin Boffey and Anthony Franklin.
2/463/24	There were no questions from the public.
3/463/24	There were no further declarations of interest from members to add to those already captured on the HTNC register.
4/463/24	EC proposed and OH seconded the acceptance of the minutes for the HTNC meeting that had been held on 13 th November 2024.
5/463/24	<p>The following matters arising from the previous minutes were discussed:</p> <ul style="list-style-type: none">a 06/462/24 all members had considered whether or not the Christmas lights should continue on The Common but given the lights that are currently on display at the Dog and Bacon pub, it was felt that no further actions were needed for additional Christmas lights - Completedb Members were asked to consider what the Special Charge could fund in future years – Members missed the deadline for the submissions but £15K for the Snax Wagon was suggested and this was approved by the unparished area on 5th December - Completedc 10/462/24 - RH had advised JO'S about the £40 donation for the dead-hedging – Completedd 10/462/24 - JFP would investigate if there were any implications for NI contribution as a result of the recent budget.e 13/462/24 - RH had requested the support of the Environmental Health regarding the issue of vermin at the Mandarin House Take Away – Completed; matter logged and assigned to an inspector.f 15/462/24 - RH had posted the relevant documents to the website and made these available for the newsletter - Completed
6/463/24	Due to MB offering his apologies, there was no report from HDC.
7/463/24	<p>Cllr Dennis provided the following report from WSCC:</p> <ul style="list-style-type: none">• Springfield Park Wall – WSCC should have issued a license for the closure of the of the footway. Note that his has been noted. Action to rectify the position is underway and ND is hoping that such a correction does not hinder progress.• The abandoned vehicle Spencers Road – As police are not considering the vehicle it to be an issue for them, ND advised that it was now up to HDC to take enforcement action as the vehicle could be considered a parking contravention and refuse disposal may be the only option. ND had passed the matter to MB



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	<p>and AF. RH would contact Kyle Berriman to request an update and a clear indication of why the matter was not something for the police to action.</p> <ul style="list-style-type: none"> • SID for Warnham Road – residents had reported their concerns about speeding traffic on Warnham Road and wished to enquire if a community speed watch could be arranged. ND had offered to put the resident in touch with HTNC if there themselves were willing volunteer for Speed Watch. Members agreed that if this volunteering came to anything, HTNC could be happy to help facilitate the programme. • Strategic Transport Investment Programme – The survey in which members could suggest comments for improvements (particularly cycling and walking) consultation closes at the end of Jan and ND encouraged members to submit feedback. HTNC are conscious of the cycling on pavements and discussed the need for more cycle lanes especially at end of Bishopric. They also felt that limiting parking time to 15 mins at the end of the Bishopric may help traffic congestion as the public often park outside the takeaway food providers, ignoring the double yellow lines. It was thought that installing a bus lane in this area might help to improve matters, and finally installing a turn left only lane, west-bound as cars turn come up from John Lewis would ease traffic jams. MW agreed to make this submission on behalf of members. • The old Novartis site – this will now be used for housing rather than commercial properties. • Waste prevention community funds - £5K grants to support local initiatives. ND agreed to circulate details. <p>EC enquired about the length of time that the traffic lights had been in operation on Robin Hood Lane raising concerns at the same time about what appears to be waste matter being dumped. NC offered to investigate the matter regarding the traffic lights but he would not be able to comment on the waste matter.</p> <p>ND was thanks for his helpful input over the past year. He then left the meeting.</p>
8/463/24	An email from Environmental Health at HDC notified HTNC of a resident's complaint about discriminatory posters put up on a neighbour's property – the matter had been referred to local councillors and had been dealt with by HDC.
9/463/24	Members noted that they had been made aware of the TTRO on the A24 Exit Slip Road, North-Bound at the Broadbridge Heath 29 th November 2024.
10/463/24	<p>Members were asked to continue thinking about nominations for the Leonard Crosbie Award and RH would check that the invitation for residents to do the same had been posted to the website.</p> <ul style="list-style-type: none"> • OH recommended that the 1:1 work undertaken by PL and her team, through the 4theYouth programme, be recognised.
11/463/24	JFP, Treasurer presented his financial report as follows:



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FINANCIAL REPORT

For period 14 Nov 2024 to 11 Dec 2024

Balance at 14 Nov 2024	£9,192.56
Income during period ^{see Report}	£0.00
Expenditure during period ^{see Report}	-£310.50

Balance at 11 Dec 2024	£8,882.06
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Committed expenditure to end of FY24-25 ¹	£1,499.60
Additional support expenditure to end of FY24-25 ²	£1,037.00
Monies already allocated ³	£5,190.00
Contingency reserve ⁴	£100.00

Funds available for allocation	£1,055.46
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Report

Income during the period:

- nil

Expenditure during the period:

- committed expenditure¹ of £310.50

Next month's expenditure is likely to include monthly committed expenditure.

JFP

11 Dec 2024

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 trees in 2024.
 - 3.2. £100 being held for tree matting.
 - 3.3. £2800 being retained for purchase of 2nd Speed Indicator device.
 - 3.4. £400 being retained for installation of 2nd speed indicators.
 - 3.5. £1600 being retained for poles.
 - 3.6. £40 retained for contribution to Trinity Church hedge replacement
4. Contingency to cover potential cost increases due to inflation.

HTNC /Financial Report/Jan 2023 -/11

- a There had been no progress made on switching banks.
- b The projects shown in appendix B were reviewed with the following feedback given:
 - CB has signed off the license to erect a SID and pole on Rushams Road. A license for the pole on Rushams Road had been given (outside properties 88 & 90). CB is trying to locate a new site on Redford Avenue as residents are now refusing, despite their original agreement. The application with West Sussex had disappointingly not been reviewed despite HTNC rushing to get this in by the supposed deadline of July.



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	<ul style="list-style-type: none"> Regarding the possibility of a community orchard in Trafalgar, MW had spoken with Sorin who reported that he had in his time seen community orchards ending up being neglected. MW continues working on getting 1 or 2 apple trees for land around Red River. As the locally produced varieties had sold out for this year, it was agreed that progress on this would be held until next year. Meanwhile Sorin will find the site map for the drains. Eight hedgehog boxes had been sited. Unusually for this time of year, the hedgehogs are still active but the cold spell may soon change that. Educational signage and our reasons for promoting boxes is still in progress. The remaining two boxes will hopefully be sited once the signage is available, possibly at Rookwood, near the club house and at Penny Brook on Guildford Road. The aim being to raise public awareness that hedgehogs are now an endangered species.
12/463/24	<p>In discussing the Spring 2025 edition of the HTNC Newsletter, the following schedule was pencilled into the diary:</p> <ul style="list-style-type: none"> All articles to Morag by end of Monday 24th February and then on to Mark by Friday 7th March All articles from Mark to graphic designer by Monday 10th March Mark to receive first draft of newsletter for review from Graphic Designer Monday 17th March. Members able to comment. RH to request quote from printers Tuesday 18th March Mark to send review comments to Graphic Designer Thursday 20th March Rhoda to receive final file of newsletter by emailed to Rhoda Tuesday 25th March Rhoda to email files to Printers Wednesday 26th March Martin Standen to collect hard copies from Printers Wednesday 2nd April Martin Standen to commence delivery of newsletters Monday 7th April 2025 <p>RH would confirm the above schedule with Martin Standen</p> <p>Members agreed the following items for inclusion in the spring Newsletter:</p> <ul style="list-style-type: none"> Leonard Crosbie Award – Nominees Member's support for the Climate and Nature Bill (& photo) – HTNC's actions Updating OnePlanet information - help needed Hedgehog box distribution HTNC Vacancy for Councillor For the Youth One to One sessions available with Kirsty & Paula; Snack wagon; Tuesday, Wednesday and Thursday.
13/463/24	<p>Members discussed the planning applications shown in appendix A and RH would advise the department of the actions captured. Members also noted the following:</p> <ol style="list-style-type: none"> Dismissal of appeal for Wedgwood, Farthings Hill Horsham RH12 1TS. Dismissal of appeal APP/Z3825/W/24/3343959 for 33 Spencers Road, RH12 2JQ <p>EC and JC left the meeting at 8.05pm</p>
14/463/24	<p>The following reports, relating to outside committee meetings attended by members were presented:</p> <ol style="list-style-type: none"> North Horsham Parish Council - PET (Planning, Environment and Transport) - 28th Nov at 7.30pm – CB had advised NHPC at this meeting on the steps that HTNC had



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	<p>undertaken in Trafalgar with regard to the SID but NHPC have no immediate plans to take this forward in their area.</p> <p>b Plans for footpaths around Rookwood & the Riverside Walk. MW had circulated the notes and she discussed the newly proposed footpaths. Members were encouraged to have a walk around the areas.</p> <p>c The Horsham Blueprint Neighbourhood Forum AGM which was held at 7.30pm on Thursday 5th December in the Causeway Barn had no HTNC presence.</p>
15/463/23	It was agreed that CB would attend the Neighbourhood Warden's Steering Group meeting on Wednesday 5 th March at 1400 hrs at Albery House.
16/463/24	<p>Any other business:</p> <p>a The deadline for the WSCC Travel survey for the A24 to Dorking would be 13th January</p> <p>b The decision being made by Secretary of State for Gatwick would be taken in three months' time.</p> <p>e HDC are using the OnePlanet website more often and are trying to encourage Parishes to add more to the site for the benefit of mapping Sussex Nature Recovery and associated actions. It was proposed that HTNC fund a role to aid completion of the necessary website postings. EC felt he might know someone who would be willing to fulfil the role which would amount to 5 hours work paid at minimum wage. As an alternative 'Fiver' was suggested as a platform for promoting such vacancies.</p> <p>f MW requested that agenda items for the next Quarterly Neighbourhood Council meeting to be sent to her by Friday 13 December.</p> <p>g SGL, Climate and Nature Day were looking for new ways in which to deliver the event and to encourage younger people in particular, to become involved. HTNC agreed that they were willing to support in principle, by attending and enabling the link to be made between WLNR, Rookwood and the town.</p> <p>h Recalling the <i>Greenprint</i> presentation, delivered by Steve Hill which had focussed on a change of mowing regime and the collection of grass cuttings to make bio char which could eventually be turned into a road surface, there had been a further request from Steve to offer support the parishes which would include another presentation. Members confirmed that they would like to receive information on the talk and its aim before sending out any invitations for the presentation.</p> <p>i MW brought to the meeting information on a Gas and Oil Drilling Survey. This could be completed either by individuals or as part of a group. MW agreed to send the details round to members who would confirm whether or not they wished to submit an HTNC response.</p>
17/463/24	<p>The following dates and times were confirmed by members for future HTNC meetings. These will be held at Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL with a 7.00pm start time:</p> <p>Wednesday 8th January 2025</p> <p>Wednesday 12th February 2025</p> <p>Wednesday March 12th 2025</p> <p>Wednesday April 9th 2025</p> <p>Wednesday 14th May 2025 (AGM)</p> <p>Wednesday 11th June 2025</p> <p>Wednesday 9th July 2025</p> <p>No August Meeting</p> <p>Wednesday 10th September 2025</p> <p>Wednesday 8th October 2025</p>



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Wednesday 12 th November 2025
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Meeting closed at 20.45



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Appendix A – Planning Applications

Date Issued	Reference	Details	Actions for RH to advise Planning
14/11/24	DC/24/1713	<ul style="list-style-type: none"> A variation of condition 1 of previously approved application reference DC/23/1566 (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) to amend the approved plans to add an additional line of fencing at the front of the site at Vincent House 31 North Parade Horsham West Sussex 	NFA
21/11/24	DC/24/1759	The demolition of existing single storey rear extension and erection of a single storey rear extension at 8 Nelson Road Horsham West Sussex RH12 2JE	NFA
21/11/24	DC/24/1708	The demolition of existing garage and erection of a single storey side and rear extension with associated alterations at 18 Redford Avenue Horsham West Sussex RH12 2HJ.	NFA
5/12/24	DC/24/1837	The erection of a single storey garden office building at the rear of the property; 18 Croft Way Horsham West Sussex RH12 2AS	<p>MF had informed members of some of the comments put forward by residents.</p> <p>Whilst members had sympathy with comments from residents, they agreed that there were no grounds on which HTNC could object in terms of planning consent. Members did however, wish to suggest that the roof be lowered to be less obtrusive and to meet the request of residents.</p>



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

<p>Projects in Progress:</p>	<ul style="list-style-type: none"> • SIDs – 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. • Notice have been put up and queries received regarding the siting of the posts therefore another site is being sourced for the Merryfield Drive post, and is likely to be further down Redford Avenue. There was a query in Rushams Road and the response appears to have been accepted. • Waiting for decision from West Sussex on CHS. • George Foot has been very helpful towards this project. • CB has signed off the license to erect a SID and pole on Rushams Road. A license for the pole on Rushams Road had been given (outside properties 88 & 90). CB is trying to locate a new site on Redford Avenue as residents are now refusing, despite the original agreement. The application with West Sussex had disappointingly not been reviewed at despite HTNC rushing to get this in by the supposed deadline of July. • 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
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	<p>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.</p> <ul style="list-style-type: none"> 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. Four boxes have been sited; the first at Trafalgar Infant school. Two at Shelley Allotments and another at the 2nd Horsham Scout Hut for use by the Trinity Playgroup Forest School. There are more to place and MW agreed to make further investigations for the Birds Farm Allotment via JO's. RH would continue to pursue enquiries with Leggy field Court as she had had difficulties in reaching this venue. There are signs being made up to raise awareness of the initiative. There would be nothing lost in siting boxes at the golf club (near the club house) As the aim is partly to raise awareness JFP would investigate this. Eight hedgehog boxes had been sited. Unusually for this time of year, the hedgehogs are still active but the cold spell may soon change that. Signage for promoting boxes is still in progress. The remaining two boxes will hopefully be sited once the signage is available, possibly at Rookwood, near the cub house and at Penny Brook on Guildford Road. The aim being to raise public awareness of the boxes Tree for Merryfied Drive and apple tree community orchard at the millennium bridge, by the Riverside Walk – Ed Coulsdon offered to be the member/external to lead on this project. EC would liaise with ND and WSCC to enquire about 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. 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 MW had spoken with Sorin who reported that he had in his time seen community orchards ending up being neglected. MW continues working on getting 1 or 2 apple trees for land around Red River. As the locally produced varieties had sold out for this year, it was agreed that progress on this would be held until next year. Meanwhile Sorin will find the site map for the drains.
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"> Trafalgar Neighbourhood Council have been asked to obtain a commemorative bench in memory of June Harris, a long-serving Neighbourhood Councillor who passed away in January 2024. HDC have provided a quote for an oak bench of around £1400 delivered. A plaque would cost an additional £100. Southwater and Warnham Parish Councils have been approached to help with comparative



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quotes. Glasdon or David Ogilvie were suggested and the latter do circular metal benches, but without covers. Members had wanted a covered facility to enable the bench to be attractive to the younger generation. MW took photos of the Southwater and Warnham options. MF obtained the following quotes for the David Ogilvie designs:

- Price for our **Tarbolton 2000mm Shelter** is **£3,462+VAT+Delivery**.
- Price for our **Balmoral Half Tree Seat** 1000mm Internal Diameter is **£2,732+VAT+Delivery**.
- An indicative price based on our **5m Bute Bandstand** is from **£43,000+VAT+Delivery+Installation**.
- Price for our **Carlton Shelter Open** 2000mm is **£5,102+VAT+Delivery**.

AK provided pictures of the wooden benches with covering that are used at The Red Lion in Slindfold as an example.

RH obtained a quote from GeViews (the company that provided the noticeboards) which was as follows: The Highbarn Bench (Brown), 3-Seater (1.5m) 100% High Grade Recycled Plastic Zero Maintenance Stainless Steel Fixings 25 Year Guarantee Including Secure Delivery **£379.37 Per Unit**

In June 2024, EC reported back on his investigations on whether the Southwater seat could be reproduced locally having visited Nick Watts. A quote would be available once members had decided on the final design. MW agreed to obtain the dimensions of the Southwater bench and MF agreed to send to EC the dimensions of the designs he had located online. Members continued to suggest possible siting locations for the seat which included; the Rec, Cootes Farm, Penny Brook, and The Common; Green outside the Dog and Bacon. Irwin Drive.

However, members were mindful of permissions that needed to be sought. **RH** agreed to investigate who owns the bit of land at the Riverside Walk end of Irwin Drive.