



Horsham Trafalgar Neighbourhood Council

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Minutes of the 465th Trafalgar Neighbourhood Council Meeting held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 12th February 2025 at 7.00pm

Members Attending: Colin Bush (Chair), Olive Hobbs, Mark Francis


Apologies: Morag Warrack, Ed Coulson, Joe Carpenter,

In attendance: Rhoda Hatton (Clerk), Nigel Dennis, Anthony Franklin, Martin Boffey

Minute	Matter
1/465/25	CB welcomed both members and Cllr AF to the meeting. Apologies for absence had been received from Morag Warrack, Joe Carpenter and Ed Coulson.
2/465/25	There were no questions from the Public.
3/465/25	There were no further declarations of interests to add to those previously captured.
4/465/25	MF proposed and OH seconded the approval of the HTNC meeting held on 8 th January 2025.
5/465/25	<p>There was a discussion on the following matters arising from the previous minutes:</p> <ul style="list-style-type: none">a. 08/464/25(a) - regarding the survey for the WS Transport Improvements Plan 2022-2036 RH had submitted HTNC's comment that supported those made by both HDCF and ND.b. 08/464/25 (b) - regarding the CIL grants - MF had enquired of John Steele (Blueprint) and Trudie Mitchell (HDNC) if schools would be included as groups that would be able to apply – however, enquiries are ongoing.c. 11/464/25<ul style="list-style-type: none">• RH had made further enquiries with GeViews about the Highbarn 3-Seater bench and asked Sorin about any required base for the commemorative bench. Members wished to c/fwd this item to the next meeting so all members had an opportunity to decide on the exact siting of the Bench. RH would now enquire if students at THS had a view for where on the riverside walk a bench should be sited and AF will provide research to RH that might prove useful when considering the best places to site community seats.• ED would place an order for 3 apple trees on proper root stock – RH to C/Fwd to next meeting• RH had been in contact with Sorin regarding the Riverside Walk map and this had been supplied.d. 12/464/26 RH had requested details on 4theYouth from Dan for inclusion in the Spring Newsletter and these had been forwarded to MF for inclusion in the newsletter.e. 16/464/25 (d) RH had sent good wishes to Maria Colenso for her new role in Billingshurst.
6/465/25	<p>AF provided an update from HDC which included the following:</p> <ul style="list-style-type: none">• The Secretary of State had issued a letter to confirm reorganisation of local government• The 7 District Council will be replaced by unitary authorities in approx. 2027/28• The reorganisation issues faced by Parish and Neighbourhood council are wider and will include decisions on managing areas relating to sports/leisure centres, capitol, etc. Locally, the process is likely to end December 2025 with a further year to implement and it is anticipated that the new Parish Council will emerge in two years' time to be called a town council.



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	<ul style="list-style-type: none"> Approval was given for the accelerated devolution of Sussex and Brighton & Hove which would take place in May 2026 and as a consequence the County Council elections had been cancelled. Sadly, Liz Kitchen, a previous leader of HDC had passed away. Council Budget will provide a 2.7% increase on Council Tax and the Special Charge will be going up 9% 																		
7/465/25	<p>The following correspondence was discussed by members:</p> <ol style="list-style-type: none"> The South and Southeast in Bloom email that promoted environmental initiatives in Parishes was noted by members. The email from Ron Bailey re Safety of Lithium-ion Batteries Campaign and members agreed that they would wish to add HTNC support to the campaign. RH would notify the group and request if there was wording available that could be added to the HTNC website. The Neighbourhood Wardens' Report for January was noted by members and RH would post to the website 																		
8/465/25	The TTRO for West Parade regarding the Southern Water repairs to the leaky pipe on 10 th -14 th February 2025 was noted.																		
9/465/25	Members were asked to continue submitting nominations for the Leonard Crosbie Award and a deadline for this was set as the end of March 2025.																		
10/465/25	<p>JFP, the treasurer arrived at the meeting and presented the financial report as follows:</p> <div style="text-align: center;">  <p>Horsham Trafalgar Neighbourhood Council</p> </div> <p>FINANCIAL REPORT</p> <p>For period 9 Jan 2025 to 12 Feb 2025</p> <table> <tr> <td>Balance at 9 Jan 2025</td><td style="text-align: right;">£8,531.56</td></tr> <tr> <td>Income during period ^{see Report}</td><td style="text-align: right;">£0.00</td></tr> <tr> <td>Expenditure during period ^{see Report}</td><td style="text-align: right;">-£310.50</td></tr> <tr> <td>Balance at 12 Feb 2025</td><td style="text-align: right;">£8,221.06</td></tr> </table> <table> <tr> <td>Committed expenditure to end of FY24-25 ¹</td><td style="text-align: right;">£878.60</td></tr> <tr> <td>Additional support expenditure to end of FY24-25 ²</td><td style="text-align: right;">£1,037.00</td></tr> <tr> <td>Monies already allocated ³</td><td style="text-align: right;">£5,150.00</td></tr> <tr> <td>Contingency reserve ⁴</td><td style="text-align: right;">£100.00</td></tr> </table> <table> <tr> <td>Funds available for allocation</td><td style="text-align: right;">£1,055.46</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>Next month's expenditure is likely to be limited to monthly committed expenditure.</i></p> <p>JFP 12 Feb 2025</p> </div> <p>Notes</p> <ol style="list-style-type: none"> Committed expenditure consists of Clerk's salary, bank charges and insurance costs. Additional support expenditure consists of costs associated with the website, email, newsletters (2 per year), etc. Monies already allocated consists of: <ol style="list-style-type: none"> 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 speed indicator poles. Contingency to cover potential cost increases due to inflation. <p style="font-size: small; margin-top: 20px;">HTNC /Financial Report/Jan 2023 -/11</p>	Balance at 9 Jan 2025	£8,531.56	Income during period ^{see Report}	£0.00	Expenditure during period ^{see Report}	-£310.50	Balance at 12 Feb 2025	£8,221.06	Committed expenditure to end of FY24-25 ¹	£878.60	Additional support expenditure to end of FY24-25 ²	£1,037.00	Monies already allocated ³	£5,150.00	Contingency reserve ⁴	£100.00	Funds available for allocation	£1,055.46
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	<p>b A review of the projects shown in appendix B was undertaken:</p> <ul style="list-style-type: none"> Due to the disappointing news that the Community Highways application for the 20 MPH scheme on Redford Avenue/Merryfield Drive had been turned down by WSCC, it was agreed that the £1200 previously allocated for this initiative should now be unallocated. Members agreed that all open projects need to be completed by the end of the year along with any new sponsorship or short-term project opportunities due to the reorganisation of local government. HTNC received an email from CAGNE who have now launched 'round two' of their fundraising to oppose a new runway at Gatwick Airport and would ask if HTNC would donate to fund the opposition – RH would carry forward this discussion so that more members could participate in the debate. Similarly, the Trinity 125 Appeal would be carried forward to the next meeting by RH so that more members could participate in the debate. MF would forward details of the CIL funding that may be available to the Church and CB would then pass this on to the Church. OH proposed and MF seconded the request of £90 for the 2nd Horsham Scouts Landscaping project. All agreed to this being allocated. <p>JFP was thanked for his report and left the meeting. Cllr ND arrived at the meeting.</p>
11/465/25	<p>Cllr Dennis provided the following update from WSCC:</p> <ul style="list-style-type: none"> The Community Highways Application for the 20MPH speed limit on Redford Avenue/Merryfield Drive that had been backed by HTNC and Cllr ND, did not receive approval. The CC felt that the speed was already 20 MPH in the area and recommended a more targeted scheme with alternative traffic calming measures. Previous schemes that had been approved had, it was felt, more evidence of community support. <p>MF left the meeting as he had previously advised would be the case. As the meeting was no longer quorate, no further decisions could be made, but the following matters were discussed by members and notes taken.</p> <ul style="list-style-type: none"> The community Highways application for changes to the Caterways Parade was also not approved. It was believed that utilities would need to be moved and that this would be an expense for the CC had the application have been approved. The CC also questioned the community benefit of such a scheme. Wimblehurst Road will be closed to support development at Vincent House. Local Government reorganisation means that the CC elections will not be held in May 2025. The CC is wishing to make one large Mayoral Authority but the Lib Dems would like to propose that the area be split into two. Streetlighting was discussed and in particular the current switch off from 11.00pm – 6.00am on minor roads with major roads being lit all the time, albeit that the streetlights in these areas are dimmed. Cllr ND believed that change was unlikely but helpfully pointed out that residents can request a shield to deflect the lighting on properties. ND Left meeting.
12/465/25	<p>The content for the Spring 2025 edition of the HTNC Newsletter was discussed and all agreed to:</p> <ul style="list-style-type: none"> Promotion of community activities that provide hubs/spaces for people of diverse interests to meet Member's support for the Climate and Nature Bill (& photo) – HTNC's actions Updating OnePlanet information - help needed Hedgehog box distribution HTNC Councillor - vacancy



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	<ul style="list-style-type: none"> 4theYouth, 1:1 sessions available with Kirsty & Paula; Snack wagon; Tuesday, Wednesday and Thurs at 3-6 Trafalgar School – Reduction in PAN (from 90 to 60) The consultation link was promoted on the HTNC Website but ended on 10th January 2025. 20's plenty - CB
13/465/25	Drawing up a possible Resilience Plan for HTNC was discussed for use in emergency situations. Members questioned what the HTNC community could provide in an emergency and concluded that their role should be to promote and signpost residents to relevant area.
14/465/25	The planning applications shown in appendix A were discussed and as all related to trees, it was agreed that there should be NFA by HTNC.
15/465/25	RH would c/fwd the discussion on updating the information on the OnePlanet Website by Cardinal Services whose hourly rate is £27.50 - MW
16/465/25	The following outside committee meetings had been attended by members and reports circulated as follows: <ol style="list-style-type: none"> Horsham Association of Local Councils (HALC) on Thursday 16 January, 7.00pm (Online via Zoom) – MW had circulated notes. Novartis Parish Liaison Group to be held online via Zoom on Friday 24th January at 10.30am – MW had circulated notes
17/465/25	The forthcoming outside committee meetings would be attended as follows: <ol style="list-style-type: none"> Neighbourhood Warden's Steering Group meeting – Wednesday 5th March at 1400 hrs at Albery House – CB 4theYouth – 23rd April at 10.00am - OH
18/465/25	There was no other business discussed.
19/465/25	Date and time of the next meeting: <ol style="list-style-type: none"> 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: <p> Wednesday March 12th 2025 Wednesday April 9th 2025 Wednesday 14th May 2025 (AGM) Wednesday 18th June 2025 – (please note the change of date from 11th June) Wednesday 9th July 2025 No August Meeting Wednesday 10th September 2025 Wednesday 8th October 2025 Wednesday 12th November 2025 </p>

Meeting closed at 20.45

Appendix A – Planning Applications

Reference	Details	Actions
DC/25/0047	Surgery to 1x Oak on the allotments at Redford Avenue Horsham West Sussex	NFA
DC/25/0067	The Felling of 1x Horse Chestnut at the Estate Wall, Springfield Park North Parade Horsham	NFA
DC/25/0087	Surgery to 1x Sycamore, 1x Cypress, 1x Portuguese Laurel, and 1x Purple Leaf Plum at 21 Cedar Close Horsham West Sussex RH12 2BN	NFA



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Appendix B – HTNC Projects – Progress/decisions made in January 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 would be to get the boxes sited in the Autumn in the right places without
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	<p>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
<p>Projects approved awaiting implementation:</p>	<ul style="list-style-type: none"> Battery for third SID – dependent on progress with pole and installation. 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. The updated quote (January 2025) from GeViews for: <p>The Highbarn Bench (Brown) 3-Seater (1.5m) 100% High Grade Recycled Plastic Zero-Maintenance Premium Fixings 25 Year Guarantee Including Secure Delivery £385.54 ex VAT</p> <p>Hard Ground Anchoring Kit £28.75 ex VAT</p> <p>Soft Ground Anchoring Kit £85.00 ex VAT</p> <p>Plaque £100+. Alternatively, HTNC could source a plaque from https://www.engravefast.co.uk/Bench-Plaques-(Brass)/ for around £20.00 and self-fix to the bench – The screws can be drilled directly into the bench without damaging it.)</p>



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	<p>The response from Sorin at HDC was: 'Regarding the bench. We purchased something similar in the past as well. They look a bit chunky but they are OK. We do not believe that they are vandal proof though as we had a few set-on fire. Regarding the location. We would not accept this bench on Victory Rec land as this is not in line with the existing street furniture we have in place. Not sure where exactly is the location you mentioned either as not familiar with the streets around the area. Somewhere on the Riverside walk should be Ok though if not too close to residents. Anchoring in the ground also works and you would not need a base'.</p> <p>RH asked ND to investigate who owns the bit of land at the Riverside Walk end of Irwin Drive and this was confirmed as belonging to HDC</p> <ul style="list-style-type: none"> • Apple trees planting at Millennium Bridge area - Ed Coulsdon would lead on this project and it was agreed he should purchase up to three. Members had previously 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. • 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. RH had chased HDC for the site map for the drains and these were provided. Ben Brace would act as volunteer tree warden for HTNC and water the trees. Sorin would like to know what tree variety is chosen for the triangle so they can establish if there will be sufficient space when they reach maturity. He also confirmed that no services are shown to be in the area but he would ask the people planting to trees to dig carefully. Sorin also added that when the trees get planted HTNC should make sure they are not too close to the path and make sure a mower can go around the tree and to purchase tree guards for strimmers. Following an email conversation with Ben Brace, clarity on the mower requirements were sought from Sorin
New projects proposals for future discussion and approval:	2nd Horsham Scout Group - request for £90 funding towards their outside landscaping project.