



Horsham Trafalgar Neighbourhood Council

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Minutes of the 469th Trafalgar Neighbourhood Council Meeting held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 18th June 2025 at 7.00pm

Attendees: Morag Warrack, Colin Cush, Mark Francis, Ed Coulson, Olive Hobbs, Anthony Franklin, (from item 8), John Preston, Treasurer (from item 10) and Rhoda Hatton (Clerk)

Number	Matter
01/469/25	MW welcomed members and the apologies for absence received from Alex Denne, Joe Carpenter and Martin Boffey were accepted.
02/469/25	There were no questions submitted by the public.
03/469/25	MW presented the Leonard Crosbie Award to David Bridges, of Wild about Warnham, who was the 2025 winner of the ecology certificate; recognised for the help he has given HTNC with a two-year swift box project, seed distribution and an educational hedgehog box project. David thanked HTNC for the award and he updated members on the numbers of swifts he had seen just that evening on his way to the meeting. David left the meeting.
04/469/25	There we no further declaration of interest from members to add to the matters already captured on the register which was held by the Clerk.
05/469/25	All members agreed the co-option of Alex Denne to Horsham Trafalgar Neighbourhood Council.
06/469/25	Following a proposal by CB which was seconded by MF, the Minutes of the meeting held on 14 th May 2025 were approved
07469/25	The following matters arising were discussed: a. 05/468/25 & 16/467/25 - RH had linked the HTNC Instagram account to HTNC Facebook pages b. 08/468/25c - RH had advised the resident that the matter of the tree on Greenway had been discussed at the NC meeting. (A discussion under item 08/469/25 refers to the subsequent communications that will be sent to the resident). c. 08/468/25d - RH had added to the social media stories the need for more local volunteers in general. d. 10/468/25 - ND advised members of the accident data for the Warnham Road relating to speeding which over the last five years gave a score of 7 points on accident criteria. Compared to other primary roads this appears to be the safest road in the area and therefore unlikely to receive WSCC attention. e. RH had included the gaming volunteering role on social media and CB advised that two volunteers had come forward to the Neighbourhood Wardens, subject to the necessary checks, the project should be up and running over the next month or so. More volunteers will allow more sessions to run and so it was agreed that the role would be included in the Autumn newsletter. f. Cootes Farm had reimbursed HTNC for their delivery charges.
08/469/25	The HDC update was presented by AF in Cllr Boffey's absence: <ul style="list-style-type: none">Local plan – Following the Inspector's advice that the District Council may wish to consider withdrawing their local plan, AF informed members that Mid Sussex were in a very different position and had chosen to request a Judicial Review. Options on what Horsham should do next are being discussed at various meetings as the government may expect Horsham to double the 700 homes in the proposed Local Plan. More information is expected over the coming month. CB advised members that he will be attending a meeting on the above for Parish Councillors on 19th June.



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	<ul style="list-style-type: none"> AF had attended a meeting at Greenway School with the head teacher. The planning for the new school build had been agreed two years ago and this remains in place. However, the original developer is no longer involved and a procurement exercise for a new developer is currently in progress. With this in mind, RH would send the resident's enquiry about the tree to AF for an appropriate response. AF will also provide RH with information regarding the planning/building to go on the HTNC social media accounts in an effort to update residents. This would also be included in the next Newsletter. Shelley Allotments – AF attended the opening of the shed on Saturday. The Shelley Allotment Society are keen to share their community allotment. RH will promote the message on the social media platforms once AF has provided the information and MW will obtain for the newsletter a photo from JM, showing his opening of the new Shed.
09/469/25	<p>WSCC update from Cllr Dennis (taken prior to item 08, but recorded here for compliance with agenda listing):</p> <ul style="list-style-type: none"> The WSCC 'Share your Views' leaflets have been delivered to some homes – they are proposing a scheme to replace traffic signal at Hurst Road/North Parade - Funding for this project will come from the Government's 'Sustainable Transport for Improvements' and not from WSCC budget. WSCC are also proposing to replace the Wimblehurst Road crossing with a pedestrian sequence and a contraflow cycle route on West Parade with a weight limit. Drop-in meetings to provide residents with more information are being held face to face at Trafalgar Road Baptist Church on Thursday 26th June from 2.30 – 6.30pm and online on the 3rd July from 6.00 – 7.00pm. Comments are required by Tuesday 15th July. Trafalgar School have put in an application to move from 3 Form Entry to 2 Form Entry, due to lowering pupil numbers. A further consultation regarding the co-educational proposals for Millais Secondary School is planned, as Governors believe that the previous consultation was lacking in its processes. The obsolete bus stops will be removed. Bus flags will be removed by WSCC if the operated do not do so. The request for a shelter and seats at the new bus stop on Guildford Road had been discussed between Neighbourhood Councils and ND. It was felt that the best compromise would be a perch/tip-up seat. ND therefore moved the matter to AF for HDC to consider. A complaint from resident regarding the 30 MPH speed limit sign facing wrong way on Merryfield Drive had been received and Nigel had responded directly to resident. However, a subsequent comment from resident has meant that the issue has now had to be referred to WSCC. ND had recently been appointed as Chairman of audit committee and accounts at WSCC and congratulation were given by HTNC. CB informed members that he had received an email in the 20's Plenty mailbox regarding a petition being put forward to WSCC for a 20MPH in Storrington and Cowfold.
10/469/25	<p>Correspondence:</p> <ol style="list-style-type: none"> Am email from the publicans of The Dog and Bacon advising that a bollard had been knocked out of the ground adjacent to the pub had been dealt with by ND. Members had been notified of the Community Asset Application No. CA25/01 regarding The Malt Shovel Public House. AF advised that Andrew Smith (HDC Officer) will determine if the business can be made an Asset of Community Value. If this is the case, community groups (eg Parish/Neighbourhood Council or a group of 21+ local residents) can apply to bid for the purchase ahead of any developers. HTNC would be in support of this and RH was asked to respond accordingly.
11/469/25	The TTRO regarding the closure of the A24 exit slip road northbound at Broadbridge Heath roundabout on 8th July 2025 was noted.
12/469/25	The following financial report was presented by John F. Preston, Treasurer:



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FINANCIAL REPORT

For period 15 May 2025 to 18 Jun 2025

Balance at 15 May 2025	£14,169.10
Income during period ^{see Report}	£119.43
Expenditure during period ^{see Report}	-£1,779.15

Balance at 18 Jun 2025	£12,509.38
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Committed expenditure to end of FY25-26 ¹	£3,350.0
Additional support expenditure to end of FY25-26 ²	£1,810.00
Monies already allocated ³	£5,613.99
Contingency reserve ⁴	£100.00

Funds available for allocation	£1,635.39
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Report

Income during the period:

- *Reimbursement for leaflet distribution £119.43*

Expenditure during the period:

- *committed expenditure¹ of £559.50*
- *purchase of memorial bench and support of £564.65*
- *donation to Holy Trinity belltower appeal of £250*
- *donation to Cootes Farm for stage hire of £400.00*

Next month's expenditure is likely to consist of monthly committed expenditure.

JFP

18 Jun 2025

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 comprise:
 - 3.1. £250 being held for purchase of trees in 2025.
 - 3.2. £100 being held for tree matting.
 - 3.3. £3107.99 being retained for purchase of additional speed Indicator.
 - 3.4. £1956 being retained for speed indicator poles and installation.
 - 3.5. £200 being retained for additional speed indicator battery
4. Contingency to cover potential cost increases due to inflation.

HTNC /Financial Report/Jan 2023 -/11

- a Given that the Cootes Farm event was cancelled, **MF** will discuss the £400 donation made by HTNC.
- b HTNC voted to increase the limit of daily spending from the bank to £4000. **RH** will amend this so that the (Speed control) Elan bill can be paid.
- c In principle, HTNC supports the request for a donation to the Shelley Allotments to assist their goal to become water neutral. **RH** was asked to enquire if the allotment society could submit their wider plans with details of how their proposed project will progress with associated timescales. It was also recommended that **RH** suggest the Society may like to apply for CIL funding from HDC for which they will need to submit their medium-term and long-term plans. This may be possible in the autumn.



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	<p>d In response to the email from Robert McCaul – Business Development Officer at Citizen Advice in West Sussex requesting financial help to continue to fund their services, this was not approved.</p> <p>e In response to the email from i-Rock Horsham District, regarding the community Fundraising Fun Day that they are planning, RH would respond stating that NHNC might be interested in funding but needed more information on when the event is taking place and the likely costs of funding a particular activity. It was suggested that members might like to make a final decision on this funding once they understand whether or not Cootes Farm will be refunding the £400 recently awarded to them.</p> <p>f The list of projects for funding was reviewed and actions/decisions captured.</p> <p>g Members noted the closing date (Friday 13th June 2025) for current CIL funding bids.</p> <p>(MF, JFP and EC left the meeting)</p>
13/469/25	<p>Newsletter Autumn 2025</p> <p>Members are asked to start collating topics for the Autumn Newsletter and to agree schedule of delivery:</p> <ul style="list-style-type: none"> • HDOPF - Awareness and suggestions for an alternative name if it is felt necessary (HDOver 60s Forum HDO60s) • All Hedgehog Boxes in local places • New defibrillator at The Dog and Bacon • Promotion of need for Dungeons and Dragons volunteers • Progress at Greenway school planning and build
14/469/25	<p>The planning applications were reviewed and RH would notify HDC that there no further actions, except for the Guildford Road property in relation to the close proximity of the tree for the proposed garage.</p>
15/469/25	<p>The following reports were received from members who had attended outside committee meetings:</p> <p>a MW had attended the very pleasant HDC Civic Ceremony at St. Mary's on Sunday 18th May.</p> <p>b CB had attended the Horsham Warden's Steering Group on Wednesday 11th June 2025, the notes of which had been emailed to members. CB wished to inform members that the Wardens feel they would benefit from having a vehicle, given that the area of all three Neighbourhood Councils together equates in total to that of Southwater. CB detailed why the E-Bikes are not proving to work in the way that it had been hoped they would. HTNC supported the vehicle suggestion and RH will email the team accordingly.</p>
16/469/25	<p>CB would attend the workshop to discuss the next steps for the neighbourhood plans on 19th June, Albury House at 2.30pm)</p>
17/469/25	<p>Under any other business, MW advised that she had met with Nick Jenkins re the plans for the improvements at The Capitol. It had been decided that there would be no air source heat pumps and instead there would be state of the art gas boilers that could, in due course hopefully be converted to hydrogen if deemed appropriate. Drill Hall is progressing slowly. The positioning of the proposed 'Shelley Memorial' would now be nearer to the railway station rather than adjacent to the pond, but still in Horsham Park.</p> <p>HTNC asked that RH send thanks to Anne Turner for all that she has done at The Rec over the past five years.</p> <p>The concerns about a wildlife crime that may have been committed in The Rec regarding the cutting of hedges and the impact on nesting birds had been reported to the police.</p>
18/469/25	<p>Members 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> <ul style="list-style-type: none"> • Wednesday 9th July 2025 • No August Meeting



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| | <ul style="list-style-type: none">• Wednesday 10th September 2025• Wednesday 8th October 2025• Wednesday 12th November 2025 |
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Meeting close: 9.20pm



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Appendix A – Planning Applications

Reference	Details	Action
DC/25/0715	The removal of existing side porch and replace with new brick and pitched roof open porch and erection of a single storey side and rear extension at 66 Merryfield Drive Horsham West Sussex RH12 2AX	NFA
DC/25/0750	The demolition of existing garage and erection of a two-storey garage side extension with mezzanine floor and a single storey rear extension at 42 Churchill Avenue Horsham West Sussex RH12 2JR	NFA
DC/25/0880	The erection of a single storey rear extension at 78 Guildford Road Horsham West Sussex RH12 1LY	NFA
DC/25/0882	Erection of a double garage and creation of new access to the site. 78 Guildford Road Horsham West Sussex RH12 1LY	Concerns about possible damage to trees
DC/25/0871	The demolition of existing conservatory and erection of two storey rear extension. Conversion of loft to form habitable space with dormer window to side elevation. Installation of 5 no roof lights and associated works at 30 Cootes Avenue Horsham West Sussex RH12 2AH	NFA
DC/25/0970	Surgery to 1x Oak at 53 Collingwood Road Horsham West Sussex RH12 2QN	NFA



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

Projects in Progress:	<p>SIDs</p> <ul style="list-style-type: none"> The newly updated costs of £5456 for the poles and indicator were approved (this being an additional £1500 to the previous costs) as was the £200 purchase of the batteries (which are required for the device donated by Forest NC) Members agreed not to pursue the ongoing warranty from Elan
Projects approved awaiting implementation:	<ul style="list-style-type: none"> Memorial Bench - 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. RH has ordered the bench and arranged delivery. HTNC will source the plaque separately. John will process the proforma invoice so delivery can take place – Delivery arranged for week commencing 11th June. RH to enquire if delivery has taken place Apple trees planting - Ed Coulsdon had handed over the lead on this to Ben Brace and he would act as volunteer tree warden for HTNC and water the trees. RH had contacted BB and Hannah Neale regarding the Trees advising BB that he can go ahead asap and purchase the three trees (through Roger Brown in Steyning) plus any additional materials for safe planting. HTNC will reimburse the expense on production of a receipt RH agreed to follow up with BB on the placing of the order. BB was happy to procure some trees and tree irrigation bags to go with them at the end of the June, but identified the need to arrange a watering regime with others to make sure they establish. Members agreed that asking a volunteer to water on the regular basis require was too onerous a task without a nearby bowser and RH would ask BB to hold fire on placing the order. Members would prefer to embark on rewilding projects and have asked RH to make enquiries with Shelley Allotments as to whether or not the community grass strip could be used for tree planting – the funding for the water containers could be worked in alongside this project.
New projects proposals for future discussion and approval:	<p>Defibrillators at Shelley Allotments – It was agreed to remove this project now that the Dog and Bacon pub have one, alongside many other community-based properties</p>