



Horsham Trafalgar Neighbourhood Council

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Minutes of the 476th Trafalgar Neighbourhood Council Meeting held at 7.00pm in
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 11th February 2026.

Present: Morag Warrack (Chair), Colin Bush, Ed Coulson and Mark Francis

In Attendance: Rhoda Hatton (Clerk), Anthony Franklin and John Preston

Apologies: Olive Hobbs, Nigel Dennis, Alex Denne, Joe Carpenter, Martin Boffey.

Item	Matter
01/476/26	MW welcomed members to the meeting and apologies for absence had been received from Olive Hobbs, Nigel Dennis, Alex Denne, Joe Carpenter, Martin Boffey. AF attended the meeting from 7.30pm.
02/476/26	There were no questions submitted from the public.
03/476/26	There were no updates to member's declaration of interests which are shown on the HTNC website.
04/476/26	CB proposed and MF seconded the approval of the HTNC Minutes for the meetings held on 10 th December 2025. (The January 2026 meeting had not been quorate and therefore notes were taken of the meeting, rather than Minutes. These will be retained by the Clerk.
05/476/26	Matters arising from the previous minutes (unless taken as a separate agenda item below): a RH had responded to the resident who reported the overgrown vegetation on North Parade and advised that if concerns still remain, WSCC will undertake the necessary work. Members noted that this action had been Completed but it was felt that WS should do a deeper cut back on the part that is still over grown. Other areas were also commented upon; namely, west bound on the Warnham Road, by the entrance to the Riverside Walk and outside No.27 Greenway – RH would discuss the first two concerns with ND and EC would drop off an HTNC letter of concern about overgrown hedges. b RH had emailed Paul Marshal (and cc MB and John Milne) noting the disappointment about further delays to the local elections under the Local Government reorganisation. JM was also be asked to discuss the implications of the delay with the Secretary of State. Completed and response received from Paul Marshall at WSCC c RH had emailed Saxon Weald (the owners of Challen Court) to advise that residents are concerned and members are interested to know how more parking spaces might be found and what Saxon Weald might propose could be done. Completed. RH to request a follow-up response and to enquire how Saxon Weald selects residents. d RH would follow up on the previous email sent to Rookwood Golf Course in January 2026 enquiring further about the use of glyphosate and other chemicals.
06/476/26	Cllr Boffey's update from Horsham District Council was provided by AF in his absence: <ul style="list-style-type: none">Local Plan – The Inspectorate will inspect plans next week and reconsider whether or not those responsible are in a position to move forward.There was no update available regarding planning development at Greenway school. AF confirmed that things have not changed in the last 6 months.A Peer Review was conducted with Council staff during Monday to Thursday of the previous week. This could be considered as being similar to an Ofsted Inspection. The report is due 6th March but initial feedback is that it was a positive experience.



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	<ul style="list-style-type: none">• There are no further updates on the Local Government Reorganisation.
07/476/26	<p>AS Cllr Dennis had submitted his apologies, the update from WSCC, which had been circulated prior to the meeting was read out by RH:</p> <ul style="list-style-type: none">• West Parade consultation on formal Traffic Regulation Order (until 5 March) https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/live-consultations-for-permanent-tros/horsham-live-tro-consultations/• Zone A parking consultation (includes Springfield Park Road, Springfield Crescent, Bishopric and Springfield Road). These residents have been sent a letter with the following three options in an initial consultation<ul style="list-style-type: none">○ Option 1. Change the parking restrictions to Monday to Sunday (Sunday inclusive). This would include, Resident, Pay and Display, Limited Waiting bays and Single Yellow Lines.○ Option 2. Change the resident parking restrictions to Monday to Sunday (Sunday inclusive). This would <u>only</u> include Resident bays.○ Option 3. Do not change the parking restrictions.• The West Parade road closure for gas works has been postponed by 2 days (now 11 Feb- 10 Mar).• Spencers Road - temporary closure is scheduled to commence on 16th February 2026 for up to 5 days (it is estimated to be completed on 20th February 2026) and is required for the safety of the public and workforce while Southern Water undertakes a 24hr/day road closure between the junctions with Victory Road and Shelley Road, o/s April Cottage for connection works.• The following is a statement that is being released to the public concerning the recent adverse weather in the county:<ul style="list-style-type: none">○ West Sussex County Council Statement on Flooding -Adverse weather conditions across West Sussex are leading to road closures and flooding and West Sussex County Council wants to assure residents it is doing all it can to keep the county moving. Since September, the county has had above average rainfall, with highs of 190% above average being reached over the last few weeks. The Met Office is forecasting that these high levels of rain are set to continue for the remainder of the month, with another 60mm expected to fall between now and next Wednesday. The persistent heavy rain continues to cause disruption across the county, in particular on the road network, with multiple roads closed due to standing floodwater and a rise in the number of potholes being reported. The County Councils' Highways team is working hard to resolve issues caused by this unprecedented situation and will continue to respond to reports of issues from residents as quickly as possible. During prolonged periods of heavy rain, the sheer volume of water means that no highway drainage can work effectively. If water can't be cleared straight away, it may be because:<ul style="list-style-type: none">• swelling watercourses, such as neighbouring rivers, are overflowing



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- the point of discharge for our drainage system, such as a neighbouring rife, is full so there's nowhere for the water to go
- the flood water is caused by blocked watercourses on private land
- pumping the floodwater out would only lead to more flowing in from the surrounding area.

If the council can't clear the water, where it is safe to do so, roads will be kept open with appropriate flood warning signs in place. However, where there is a risk to safety, full closures will be put in place with signposted diversions. The increased rainfall, combined with periods of freezing temperatures has seen a spike in the council's number of potholes. In January 4,500 repair jobs were logged with the council's contractors, this is an increase of 1,500 compared to January 2025. So far in February a further 1400 pothole jobs have been raised.

The wet weather can make it difficult to fully repair potholes. Where a pothole presents a safety risk to road users, a temporary repair will be undertaken to make it safe. Once the weather improves, then a full 'sidesawn and sealed' repair will be made.

What we're doing: The council has increased the number of crews working on the county's roads to respond to reports of safety defects including potholes and flooding. Over 22 reactive work crews are out Monday to Friday along with crews working at nights and weekends to keep on top of the work. Despite the increased volume of work in January, this additional resource means we are still completing these repairs in an average of 15 days. Any reports received of significant flooding, the council's teams will assess and manage risks at each affected site. The safety response service and reactive drainage jetting crews will clear flooding where possible. During storm events, teams are deployed around the clock to manage safety risks and keep the roads clear and moving.

The Riparian Drainage Team focuses exclusively on working with private landowners, town and parish councils and utility companies to keep the network of ditches, streams and other watercourses on non-council-owned land, clear and free-flowing.

How the public can help:

- Check before you travel. Major roads are disrupted with closure and traffic management in place due to standing water. Our [severe weather update webpage](#) is updated Monday to Friday to provide information on which roads are affected. Outside of this, you can use [one.network](#) to see which roads we've had to close.
- Don't ignore road closures. The water may be deeper than you realise or there may be hazards hidden below the surface. Driving through the floodwater may also create waves that flood nearby gardens, driveways and houses.
- Reporting flooding on roads or blocked drains here: [Flooding, blocked drains and gullies - West Sussex County Council](#)

WSCC appreciates that residents may be feeling frustrated by the ongoing situation, especially where we are unable to provide a quick resolution. Please bear with us, we are working as hard as we can to solve the issues that are being caused.



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08/476/26	<p>MW discussed the following correspondence and Chair's items:</p> <ul style="list-style-type: none">• Sussex Resilience Forum - Tim Feltham, the Senior Communication and Engagement Manager at West Sussex spoke at the forum hosted by Sussex Police on behalf of the utility Council and Services. They discussed the Emergency Plan Toolkit. Members felt that this information was of more use to groups rather than individual residents but something that HTNC members should bear in mind should it be required. EC also asked that members be aware of areas/historical property susceptible to flooding so that they can forewarn the Fire Service of vulnerable places.• Safer Internet Day – Tuesday 10th February 2026 – RH to add the details to the website• In view of the work that MF and others have been doing for the last four years to get solar panels on The Bridge leisure centre, it was agreed that HTNC would support community energy action via Action Network communications on the website, using the link: https://actionnetwork.org/forms/open-letter-its-time-for-britain-to-up-the-energy-on-community-power?source=direct_link&
09/476/26	<p>The following TTRO road closures were noted:</p> <p>a West Sussex County Council proposes to make permanent Traffic Orders the effect of which will be to:</p> <ul style="list-style-type: none">(i) Remove some permit holders parking on the south side of West Parade west of North Parade and replace it with lengths of prohibition of waiting at all times (double yellow lines); and(ii) introduce a 20mph speed limit on West Parade; and(iii) introduce a prohibition of goods vehicles exceeding 7.5tonnes on Milnwood Road, Newlands Road and West Parade; and(iv) permit pedal cyclists to travel eastbound on West Parade. <p>As part of the legal process West Sussex County Council is required under the Road Traffic Regulation Act to undertake a formal consultation and comments can be submitted via the weblink: https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/live-consultations-for-permanent-tros/horsham-live-tro-consultations/</p> <p>b Spencers Road – 16th – 20th February 2026 whilst Southern Water undertakes a 24hr/day road closure between the junctions with Victory Road and Shelley Road, o/s April Cottage for connection works</p> <p>c Rushams Road, between the junction of A281 Guildford Road and junction of Curzon Avenue on 8th April 2026, whilst BT undertake work on a replacement pole.</p>
10/476/26	<p>Financial Matters:</p> <p>a JFP presented the financial following financial report</p>



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FINANCIAL REPORT

For period 15 Jan 2026 to 11 Feb 2026

Balance at 15 Jan 2026	£3,783.60
Income during period ^{see Report}	£0.00
Expenditure during period ^{see Report}	-£335.50

Balance at 11 Feb 2026 **£3,448.10**

Committed expenditure to end of FY25-26 ¹	£685.60
Additional support expenditure to end of FY25-26 ²	£980.00
Monies already allocated ³	£0.00
Contingency reserve ⁴	£100.00

Funds available for allocation **£1,682.50**

Report

Income during the period:

- nil

Expenditure during the period:

- committed expenditure¹ of £330.50

- CPRE donation of £5.00

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

JFP

11 Feb 2026

Notes

1. Committed expenditure consists of Clerk's salary, 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:
None.
4. Contingency to cover potential cost increases due to inflation.

HTNC /Financial Report/Jan 2023 -/11

- b Members agreed that they would once again donate to Cootes Farm Summer Fair for their stage costs up to the value of £420 (with the exact figure being determined by the funds available at the time of dissolution of HTNC). **MF** would notify CFC committee accordingly.
- c Members agreed to proceed with the repairs of the SID as per the quote for repairs and postage (£1,206 Inc. VAT). The device would then be transferred to the Town Council at the time of HTNC's dissolution. **RH** would notify Gill Gray, (GG) Interim Horsham Parish Clerk, that the HTNC PL Insurance expires on 29/5/26.
- d The usual annual donation to TRBC in respect of the hall hiring costs was agreed and **JFP** would make the necessary arrangements.
- e **RH** would liaise with the website provider so that a further year could be funded and continue to be operating with a re-direct message to the Town Council. **RH** would also notify **GG** accordingly.
- f **RH** would enquire through **GG** what funding HTNC could expect to receive as a pro-rata amount for remaining months of HTNC being operational.

11/476/26

Newsletter:

- a Having confirmed the delivery date to be week commencing 6th April 2026, the following schedule will be adopted:
 - i. **RH** to request quote from printers by Monday 23rd February (in B&W as per normal format)
 - ii. All articles to **MF** by end of Wednesday 25th February
 - iii. All articles to graphic designer by Monday 9th March



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	<ul style="list-style-type: none"> iv. MF to receive first draft of newsletter for review from Graphic Designer by Monday 16th March v. MF to send review comments to Graphic Designer Thursday 19th March vi. RH to receive final file of newsletter by email on Tuesday 24th March vii. RH to email files to Printers on Wednesday 25th March viii. Martin Standen to collection hard copies from Printers Wednesday 1st April ix. Martin Standen to commence delivery of newsletters Monday 6^h April 2025 <p>b Matters to be captured for Spring 2026 edition – by whom:</p> <ul style="list-style-type: none"> i. Joint message info from the three Neighbourhood Councillors re the move to the Parish /Town Council - MW ii. Closure of HTNC Website and Email addresses - RH iii. Responsible dog ownership – focusing on control off-lead, disposal of dog waste bags in appropriate bins and not hanging them on tree branches and details of dog legislation. Ticks and Fleas MW&RH iv. Video link to film shown at the National Emergency Briefing - MW v. Delaying the date of the WSCC local elections - RH vi. Nomination requests for the Leonard Crosbie Award - RH vii. Information on how HTNC supports GAGNE and CAGG regarding Gatwick plans and an update on the Royal Court of Justice Decision – MW viii. 50 years of Horsham Trafalgar Neighbourhood Council ‘All Change’ and links to Town Council - MW <p>c The suggestion to retain MS for deliveries of the Town Council Newsletter in the Trafalgar Ward was discussed and RH will take this forward with GG.</p> <p>d MW enquired if any member was planning to stand for election of the Parish/Town Council. It was confirmed that there would be 18 seats with 3 being in the Trafalgar ward. If any members do plan to stand, it was hoped that this could be communicated In Spring Newsletter. RH will liaise further with GG.</p> <p>e MF would contact Cootes Farm Community to ascertain if they had any documentation to be circulated with the HTNC Newsletter.</p> <p>f It was agreed that local resident Rachel Lucas, would be invited to next meeting to provide a short presentation on Electro Magnetic Radiation to members and it was hoped she would then be interested in providing a short amount of text for the Spring edition of the Newsletter – MW.</p>
12/476/26	No further actions were agreed in respect of the planning applications shown in Appendix A and RH would notify HDC accordingly
13/476/26	<p>Members agreed the following nomination for the Leonard Crosbie Award 2026:</p> <ul style="list-style-type: none"> a MiBu – (by MW) b Angelo (Taxi Service) – BUSINESS Award c The three pubs – Community Award d Birds Farm Allotment - ECO Award for contributing to Jane’s stall <p>CB had enquired if members wished to nominate any of the proposed recipients for the Horsham District Volunteer Awards.</p>
14/476/26	<p>The following reports were received in relation to the outside committee meetings that had been attended by members:</p> <ul style="list-style-type: none"> a Shadow Parish Council Meetings – January 2026 – MW had circulated the minutes b Aurora Vincent House School - Open Evening - Thursday 29th January – CB provided a report on the visit he had undertaken. The meeting had been very well attended and CB was impressed with the school and what it had to offer. c CIL – MF advised that 5-6 applications, with 2 from Trafalgar (2nd Horsham Scout and Shelley Allotments) had been heard. Applicants are awaiting final approval of the



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	decisions by HDC, who will be responsible for communicating the outcome of the applications.
15/476/26	<p>The following members agreed/confirmed their attendance at the forthcoming outside committee meetings:</p> <ul style="list-style-type: none"> a 4TheYouth on – Wednesday 25th March at 11am – District Council Offices - Room 1 – MF b HALC meeting - 7pm on Wednesday 25th February on Zoom- MW c HDC’s meeting that is being held to focus on the Council’s new Annual Plan for 2026/27 - Thursday 26 February in the Bramber Room at the Roffey Millennium Hall, Crawley Road, RH12 4DT at 6pm - CB d Horsham Police Inspector Briefing – 11th March at 1.00pm – via Teams - CB e AGM for 4TheYouth and Hurst CIC on Tuesday 24th March 2026 from 7pm at Horsham Youth Centre, Hurst Road RH12 2DN - MF f Shadow Parish Council Meetings – MW on: <ul style="list-style-type: none"> • Tuesday 24th February 2026 at 6pm • Monday 23rd March 2026 at 6pm
16/476/26	It was agreed that Rachel Lucas, of Electro Magnetic Radiation would be invited to next meeting to provide a short presentation to members and it was hoped she would then be interested in providing a short amount of text for the Spring edition of the Newsletter.
17/476/26	<p>Any other business:</p> <ul style="list-style-type: none"> • Transition Horsham – series of four community films – MF to send RH electronic details for website.
18/476/26	<p>Date and time of the next meeting:</p> <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 11th March 2026 • Wednesday 8th April 2026 • Wednesday 13th May 2026 – This will be for the Annual Review and Community Awards. The meeting will be in the Main Hall of TRBC. RH will enquire if TCP Singers will join us once again and ask Jane if she would be interested in providing a History presentation that looks back over the last 50 years in Trafalgar. RH will also enquire if Mr Bridges would like to cover anything on the Swifts or Hedgehog Projects. • Wednesday 10th June 2026 – An extraordinary meeting to dissolve HTNC.

Appendix A – Planning Applications

Date Issued	Reference	Details	Actions
20 th January 2026	DC/25/1668	An appeal has been made to the Secretary of State against the Council's refusal of Planning Consent for 35 Churchill Avenue Horsham West Sussex RH12 2JP for the Subdividing of existing plot and erection of a two storey four-bedroom dwelling.	NFA
9 th February 2026	DC/25/1419	Surgery to 1x Pine and Fell 1x Pine at 1 Irwin Drive Horsham West Sussex RH12 1NL	NFA EC commented that it would be helpful to know if it was the first tree in the line that was being removed.

Meeting Closed 21.00hrs