



Horsham Trafalgar Neighbourhood Council

Minutes of the 421st Meeting

held on

Monday 4th January 2021 (via video conference) at
7.30pm

Attendees: Mr Martin Boffey (Chair), Ms Morag Warrack, Ms Isabel Rivera-Aldridge, Mrs Maralyn Thomas (until 20.40hrs), Mrs Rhoda Hatton (Clerk),

In attendance: Councillor Nigel Dennis (until 20.15hrs), Ms Olive Hobbs, Ms Julie Lawson

01/421/21	<p>Apologies for absence</p> <p>MB welcomed everybody to the meeting and introduced those present including two visiting members of the public Ms Olive Hobbs and Ms Julie Lawson. Apologies were received from Christine Costin (HDC Councillor). The members accepted the standing apologies from Marc Bryant. It was anticipated that Mr Peterson would join the meeting and Mr Jack Capon, a member of the public who had intended to attend as an observer also sent his apologies.</p>
02/421/21	<p>Approval of minutes</p> <p>The Minutes of the December meeting had been previously circulated and following a proposal by MW, which was seconded by MT, these were duly adopted.</p>
03/421/21	<p>Matters Arising</p> <p>a. Re previous Minute 09/418/20(c), MB would arrange an annual subscription of Zoom as soon as access to the banking had been finalised. MB</p> <p>b. Re previous Minute 07/419/20, MB had held initial discussions about the Leonard Crosbie Community Award proposal with a representative from CFC however progress had been put on hold due to personal circumstances but the discussion will be picked up again shortly. MB had also discussed the proposal with CC who agreed it was a good idea. MB will write to Mary Crosbie to seek her approval. MB</p>
04/421/21	<p>Questions from the public</p> <p>There were no pre-submitted questions submitted from the public and those observing the meeting did not wish to bring forward any specific matters.</p>
05/421/21	<p>HDC update – Councillor Christine Costin</p> <p>In Christine’s absence, MB provided an update following his conversation with her earlier in the day. MB gave an update on Rookwood which was limited due to a lack of developments having taken place since the last meeting. MB will attend a meeting on 21st January, where he will receive a briefing from HDC cabinet members and officers alongside other Neighbourhood Council Chairs. HDC’s final plan is likely to go to cabinet at the end of January. MW enquired if MB would have an opportunity to ask questions at the meeting on 21st. Following a discussion, MB agreed to ask that if various different sites were to be put forward for Councillors to choose between or whether they would be presented with one set of sites to approve or reject as a whole. MB also agreed to enquire whether the sites would each contain options for different plans being put forward. MB</p>
06/421/21	<p>WSSC update – Councillor Nigel Denis</p> <p>a. In response to an enquiry about some mature trees that had been removed on the</p>

	<p>Warnham Road, ND advised that enquiries had revealed that this had been done to comply with the needs of a safety audit and would improve visibility lines. Work had been carried out at this point for ecological reasons as birds would be nesting in the trees in the Spring.</p> <p>b. ND advised that he presumed that the development of the pedestrian refuge area on Warnham Road adjacent to the Riverside Walk will continue to happen.</p> <p>c. The proposal for the cycle facility and speed limits/weight limits on West Parade will be presented as a package for improvements. The ideas for Toucan crossings on North Parade and Wimblehurst Road were being considered in these discussions. MB wondered if the 20-mile an hour speed area could be extended to other roads in the NC area. IR-A enquired if BP held a view on the discussions.</p> <p>d. The County Council's budget remains increasingly under pressure and may result in services being cut. This was considered alongside the current capping of the Council Tax.</p> <p>ND left the meeting after a discussion of agenda item 10 (Highways Matters.)</p>											
07/421/21	<p>Correspondence – The following matters were discussed:</p> <p>a. The Neighbourhood Wardens' report for November had been circulated and there were no matters for action.</p> <p>b. Details of the new individual Postal addresses for 28a Greenway and 15 Eyles Close Horsham RH12 2HT had been circulated previously – NFA</p> <p>c. Peter Burgess – resignation as Cabinet Member for Horsham Town and Future arrangements. MB had circulated a communication to members prior to the meeting so all were aware of the position.</p> <p>d. Drill Hall – MB had circulated a proposal from the Horsham branch of the Royal British Legion and asked if members wished to form a view on it. Members were very supportive of the proposal and were happy for MB to take this view forward if and when necessary.</p> <p>e. Special Charge – MB advised that answers are still awaited on the spending of the 2020-21 bandstand budget and the assumptions behind the 2021-22 bandstand budget as well as future years. The proposal being put forward was to increase the grants by a certain amount.</p>											
08/421/21	<p>Planning - the following planning matters were discussed:</p> <table border="1" data-bbox="312 1373 1401 2040"> <tr> <td data-bbox="312 1373 528 1854">DC/20/2325</td> <td data-bbox="528 1373 855 1854"> <p>41 Cootes Avenue Horsham West Sussex RH12 2AD</p> <p>Use of a residential outbuilding for the bottling, storing, and distribution of imported alcohol as an ancillary activity to the main residential use (Certificate of Lawful Use - Proposed)</p> </td> <td data-bbox="855 1373 1401 1854">Members agreed that this would be best dealt with by officers</td> </tr> <tr> <td data-bbox="312 1854 528 2002">DC/20/2075</td> <td data-bbox="528 1854 855 2002"> <p>6 Kempshott Road.</p> <p>Amendments to the roof extension at</p> </td> <td data-bbox="855 1854 1401 2002">The deadline of 16th December had passed.</td> </tr> <tr> <td data-bbox="312 2002 528 2040">EN/20/0295</td> <td data-bbox="528 2002 855 2040">42 Rushams Road</td> <td data-bbox="855 2002 1401 2040">As this matter relates to enforcement it</td> </tr> </table>			DC/20/2325	<p>41 Cootes Avenue Horsham West Sussex RH12 2AD</p> <p>Use of a residential outbuilding for the bottling, storing, and distribution of imported alcohol as an ancillary activity to the main residential use (Certificate of Lawful Use - Proposed)</p>	Members agreed that this would be best dealt with by officers	DC/20/2075	<p>6 Kempshott Road.</p> <p>Amendments to the roof extension at</p>	The deadline of 16 th December had passed.	EN/20/0295	42 Rushams Road	As this matter relates to enforcement it
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	Horsham West Sussex RH12 2NX Alleged Breach - Without planning permission, the erection of a single storey rear extension	was agreed that the planning department should be left to deal with the situation and there would be no further action for the NC.
EN/20/0592	Orchards Milnwood Road Horsham West Sussex RH12 2BU Alleged: creation of access to neighbouring business premises	As this matter relates to enforcement it was agreed that the planning department should be left to deal with the situation and there would be no further action for the NC.
DC/20/2446	23 North Parade Horsham West Sussex RH12 2DA Demolition of existing conservatory. Erection of a double storey rear extension, single storey rear extension and construction of a conservatory to the rear.	MT had reviewed the papers and felt that the applicant's architects had addressed the concerns of local residents in their impact assessment and therefore that the application could be dealt with appropriately by the planning team. She therefore did not think Neighbourhood Council should object to the application.' (MT Left the meeting at 20.40 hours). Other members had concerns about the size of the extension although accepted the garden was of a large enough size and the development could not be seen from the road. MB would consult with Mr Peterson following the meeting, who was more familiar with the properties in question, and after taking all comments into account would contact HDC if appropriate and respond accordingly to the resident that was seeking a response from HTNC and. MB
DC/20/2520	41 Vale Drive Horsham West Sussex RH12 2JU Erection of a single storey rear extension.	NFA
DC/20/2418	1 Springfield Park House Springfield Park North Parade Horsham Fell 1 x Group of Sycamore. Surgery to 2 x Horse Chestnut, 1 x Group of Yew and Holly, 2 x Oak, 2 x Sycamore, 1	NFA

		x Yew	
	DC/20/2557	119 Redford Avenue Horsham West Sussex RH12 2HH	NFA
	a.	Replacement of fence and fence posts to rear boundary	
09/421/21	Finance a. IR-A reported that the bank mandates have now been processed by HSBC but that the previous treasurer continues to receive the bank statements. The telephone banking applications had been posted to the branch as per the requirements. Once an acknowledgement for telephone banking had been received the online banking access would be set up. IR-A confirmed that cheques could now be used given that the signatories have been updated. b. The bank balance on the bank account has not changed from last month and remains at £12,738.89. However, MB will assess the accruals for outstanding expenditure so that next month's report will be able to reflect the current financial situation. c. IR-A had been in contact with a payroll provider in Crawley. All is in hand and slowly moving in the right direction.		
10/421/21	Highways matters – discussed after Minute 06/421/21 but recorded here to reflect the agenda. a. MT reported that two trees are down on the greens in Irwin Drive. ND will report this matter and it was expected that WSCC would investigate. b. MB advised about a communication flyer that had been circulated by the Rushams Road Residents Group. The group are looking to acquire speed monitoring devices and MB would take this forward. ND left the meeting at 8.15pm		
11/421/21	Missing or damaged street furniture Nothing to report		
12/421/21	Outside committees: a. HALC – MB had previously circulated the Minutes and there were no matters to discuss b. BP had offered to attend the Novartis Parish Liaison Meeting on Wednesday 13 th January 2020 at 14:00.meeting c. Rookwood – the next meeting as previously advised would be held on 21 st January in the morning and would be attended by MB. d. The Neighbourhood Council (NC) Chairs and HDC are meeting to discuss the allocation of the Community Infrastructure Development money on 18 th January and this will be attended by MB where he will push for a body such as the NCs to determine how it should be spent. e. Given that a Cabinet meeting is scheduled for 28 th January, MB enquired if members wished to hold an extra meeting on the Rookwood proposals. RH/MB to circulate times and dates.		
13/421/21	HTNC Newsletter (before MT left the meeting at 20.40hours her opinions were sought on the contents of the newsletter) further discussions continued: a. MW had suggested that a more informal tone be adopted in order to get better engagement and this was agreed. b. A discussion ensued on the promotion of the NC's involvement in the acquisition of the Davis Estate land around CFC that went to auction in December. It was felt that the co-ordination of this project by HTNC was something to be celebrated and MB agreed to speak to the appropriate personnel to seek their agreement for positioning		

	<p>HTNC in the success of the story.</p> <p>c. MB would make arrangements for the distribution of the Newsletter as soon as this could be permitted under then new lockdown regulations. OH suggested that other means of distribution could be used in the meantime such as leaving copies in the local convenience shops for residents to pick up. Other electronic distribution means were also considered. MB agreed to check the regulations for leaflet dropping.</p> <p>d. With regards to the printing of the Newsletter, MB advised that The Forest Print could potentially offer a competitive price and it was agree that this should be considered alongside two other competitive business quotes.</p> <p>e. The regular dispatch schedule for future Newsletters was agreed as April/May; September; January/February.</p>
14/421/21	<p>Any other business</p> <p>a. MB advised that he will be standing for the vacant district council seat as a Lib Dem candidate but would wish to continue as Chair of the HTNC until the May 2021 AGM, subject to any objections from Neighbourhood Councillors.</p> <p>b. MW advised that a representative from Hoy Trinity Church has historical Information about the Trafalgar area and had enquired if the NC would be interested in receiving the archive papers. It was agreed that these details would be useful for a “Nelson’s Column’ section within the newsletter and MW would progress the collection of the information.</p> <p>c. MB advised that HTNC currently has a casual vacancy position on the Council and that a co-option process will be undertaken shortly. He invited the observers of the meeting to get in contact if they were interested in coming on board.</p> <p>d. It was noted that the date of the next CFC Fayre might need to be delayed until later in the summer, given the new lockdown restrictions that had been imposed.</p>

The following meeting dates have been entered into the diary for a 7.30 pm start:

- Monday 1st February 2021
- Monday 1st March 2021
- Monday 29th March 2021
- Monday 10th May 2021 (with AGM)

Meeting closed at 21.35hrs