



Horsham Trafalgar Neighbourhood Council

Minutes of the 417th Meeting held on

5th October 2020 (via video conference) at 7.30pm

Present: Mr Boffey (Chair), Ms Rivera-Aldridge (Treasurer), Ms Warrack, Ms Thomas until agenda item 06, Mr Peterson until agenda item 07, Mrs Hatton (Clerk).

In attendance: Peter Burgess, Rebecca and Jack Capon until agenda item 05 and Nigel Dennis from agenda item 05.

01/417/20 MB introduced attendees to Jack and Rebecca Capon who were visiting members of the public. No apologies for absence were received.

02/417/20 MW proposed and BP seconded the minutes of the meeting held on 7th September and these were duly approved.

03/417/20

- a. Re previous minute 3/416/20, MB had enquired with both Surrey and Sussex Association of Local Councillors (SSALC) and Barbara Childs, Director of Place at HDC as to whether training would be available for Councillors on the topic of 'considering and responding to planning applications'. SSALC had a course running on 14th October at a cost of £50 pp but could also offer a bespoke training session for £450. PB felt that training from either SSALC or the Parish Council would be worthwhile and suggested that the matter be discussed at the Quarterly meeting of the Neighbourhood Councils. **ACTION MB**
- b. MB had enquired if other NC would be interested in producing a shared newsletter but as they had declined it was agreed that HTNC would produce and circulate the HTNC Newsletters independently of other NC
- c. Previous minute 7/416/20, MB advised that the Insurance payments would be due on 25th November and that contact had been made with Zurich and an invoice had been issued. MB will either progress the payment through the treasurer or independently and then make a claim once the administration for the bank account and signatories had been finalised.

04/417/20 MB welcomed Jack and Rebecca Capon and invited them to put their questions to the Councillors. JC advised he and RC had an interest in local democracy in general and were keen to learn about the work of HTNC. He further wished to know and if there was a local biodiversity plan or scope for developing one. MB gave a brief overview of the status of HTNC regarding its function as a statutory consultee and its power enforcement abilities, advising that the HTNC operates on small budget and acts as representative of local residents. He advised that the Neighbourhood Plan had been developed in conjunction with other Neighbourhood Councils in the unparished area, confirming that The Plan had been open for consultation at the beginning of the year and that it was about to go out for its second stage of consultation shortly. It was the view of MB that The Plan would be the only place where the NC may have looked at ecological consideration and biodiversity and that it was likely that this would be the only place where consideration would be possible for this matter.

MB invited PB to speak on behalf of HDC and PB discussed the Wilder Horsham Project which aims to increase the wilding, help wildlife to thrive and create networks of land that are protected and enhanced for wildlife.. He then discussed the aim to make Horsham carbon neutral by 2030. In terms of the public being engage in the development and implementation of policy in this area, it was agreed MB would raise this at the Quarterly meeting of the Neighbourhood Councils. **ACTION MB**

JC voiced his interested in the possibility of Horsham having a Town Council and he agreed to email his initial ideas to MB. Councillors discussed the likelihood of this and questions were put to PB who gave an update on the role of Director for Planning which is now known as the Director of Place. PB also updated Councillors on the plans for Rookwood and the precarious financial position of the Council as a result of Covid-19. Access to funding through the s106 monies and the Community Infrastructure Levey (CIL) was discussed and MB advised how the latter mostly goes to HDC but that Parishes can be awarded 15% of this, or 25% if they have a Neighbourhood Plan. He then went on to point out however, that legally NC's are unable to take the money and so it remains with HDC. PB discussed previous aims to form a Horsham Town Council and advised how Dorking had progressed theirs through a local referendum. As JC and RC were unable to stay longer at the meeting, MB thanked them for attending and BP suggested JC get in contact with Councillors individually. JC confirmed he was happy for Councillors to have his email address and it was hoped that both JC and RC would join a future HTNC meeting.

05/417/20 Councillor Burgess was invited to provide HTNC Councillors with an update from HDC, during which he advised that he was writing to Andrew Griffiths MP about the current expectation for the number of new houses to be built in Horsham. This lead on to a discussion about the alternative plan for Rookwood with the new plan to build houses on the Southern side only, rather than as per the previous proposal which was to build on both the North and the South side of the identified land. PB was clear to point out that HDC has **not** as yet made any choices. The value of Rookwood to HDC for development purposes was raised and PB detailed other areas that prove costly to maintain for HDC, including the Park, the Capitol Theatre, the Museum and leisure facilities. IR enquired as to why HDC might be suffering more financial difficulties that other Councils and PB detailed this is not the case as many other Councils are suffering. A particular issue for HDC is that income from Parking fees had dropped dramatically since lockdown. Further discussion on the Rookwood plans is minuted under 08/417/20 a.

MT left meeting

06/417/20 Councillor Dennis was invited to provide an update from WSCC.

- a. The new cycle-way on Albion Way was discussed and ND advised how he had asked the County Cabinet Member questions about the congestion on Albion Way and the various roads that were now being used as rat-runs as a result of the cycle-way. PB advised that he had sent a letter to the County Times offering the views of HDC but that this had not published. The background history to the cycle-ways was given and PB confirmed his plans to raise the concerns at the forthcoming JAG meeting. MB advised that the congestion mid-week had not been as bad, but that at the weekend there had been a build-up of traffic. All raised concerns that the current cycle-way is giving bad press to cycle lanes in general. ND advised of the complaints from Springfield Park Road residents who were experiencing difficulty getting access out onto Albion way.

- b. ND reported on the signs in North Parade that he had put forward for consideration in respect of repairs/maintenance. Some of the work has been promised. He also advised that the twitten with access to April Close from the Warnham Road, as discussed at last month's meeting does turn out to be in a private road despite the HDC street light at one end. The matter regarding the incidents of speeding on Rushams Road had been referred to the 'Safer Routes to School' team. PB left the meeting.

07/417/20 Finance (recorded as item 9 on the Agenda)

- a. IR-A advised that there was nothing to report for the Treasurer's report as there had been no change to bank account with the balance remaining at £12,738.89.
- b. Item 9.b on the Agenda was the discussion of the existing bank mandates and replacement of signatories on the bank account mandates following the retirement of the previous Treasurer Mr Michael Davis and the voting in of his replacement Mrs Isabel Rivera-Aldridge. The following wording was proposed by MW and Seconded by BP:

It was unanimously agreed by all Councillors present that for the Trafalgar Neighbourhood Council Bank Mandate going forward there would be a requirement for any 2 signatories on all account functions, (with the exception of Business Internet Banking – see below) from the following list below:

- 1) Martin Boffey (Chairman) Signature: _____
- 2) Isabel Rivera-Aldridge (Treasurer) Signature: _____
- 3) Rhoda Hatton (Clerk) Signature: _____

It was also unanimously agreed that Business Internet Banking would be managed by Mrs Rivera-Aldridge as Treasurer. The Treasurer will have the ability to make payments on their own as the Primary User on the account, subject to prior approval in writing or via e-mail by one other signatory. To maintain transparency, copies of the Bank Account Statement will be supplied to the Chairman via the Clerk on a monthly basis.

Any amendments to the account or new services to be added to the account by the Treasurer will be done so with agreement from the Chairman.

Action: IR will provide executed Bank Mandate Forms signed in accordance with the Council Resolution to HSBC to progress the removal of Michael Davis from the Mandate and the addition of the new signatories.

- c. It was agreed that MB would circulate the accounts for the past year to Councillors.

ACTION MB

08/417/20 Planning (shown as item 8 on the agenda). The following planning matters were discussed and agreed:

- a. Following the discussions earlier in the meeting, MB asked for comments on the development plans for Rookwood to be emailed to him by Wednesday as it was hoped that consideration of this matter and the need for future consultation will be discussed at the Rookwood Local Plan Stakeholder Meeting (Neighbourhood Councils) to be held W/C 5th October **ACTION ALL**
- b. BP will collect comments from West Parade residents on the Smith and Weston Development. He asked MW if she could collect comments via her network from residents in Tulip Court and White Hart Court. MB confirmed that he would be

happy for BP to represent HTNC at the HDC Planning Committee (North) meeting at such time as this application is discussed, and the Clerk will forward meeting details to BP when received . **ACTION**

- c. No Issues were raised on the planning applications detailed on the agenda.

09/417/20 Correspondence (shown as item 7 on the agenda)

- a. MB reported on the Cootes Farm Community and asked for the HTNC to consider funding the 'Bulky Bag' which was used when the clearance of the area was undertaken. It was unanimously agreed that this should be funded at a cost of £135+vat. BP left the meeting.
- b. It was agreed that Michael Davis should be allowed to keep the Toshiba laptop and printer that he had previously used when undertaking HTNC duties, in lieu of a retirement gift which he had politely declined.
- c. It was agreed that the 'Grants for Defibrillators' should be carried forward to the next meeting. **ACTION CLERK**
- d. MB reported on the clearance work undertaken at the Cootes Pond informing Councillors that the Island still needed attention but that WSCC had offered to help with the disposal of vegetation.

10/417/20 Highways matters

- a. MB wrote to the Neighbourhood Wardens with regards to the complaints about the noisy, fast acceleration of cars on Rushams Road and Guildford Road and he was asked to report the times of the incidents and the registration numbers of the cars involved to Operations Crackdown. Prior to leaving the meeting, MT agreed to discuss this matter further at the Neighbourhood Warden's next meeting on 17th November and MB invited councillors to submit items for the JAG agenda by 7th October. **ACTION**
- d. There were no comments made on the Traffic Orders as detailed in the table which appears on the agenda.

11/417/20

- a. With regard to missing or damaged street furniture, MB advised ND that there was no Swindon Road sign at the Redford Avenue/Swindon Road junction but ND reminded Councillors that this matter should be taken to Christine Costin as such signs were considered an amenity value and therefore an HDC matter, rather than the Highways department at WSCC.
- b. ND advised that Trafalgar School were looking to recruit a Local Authority School Governor and enquired if HTNC wished to put anyone forward for this vacancy. It was agreed that HTNC would reach out via their Facebook Page and place the vacancy on their Website if in due course they do not have anyone from their immediate network of members. **ACTION**

12/417/20 Updates from the following outside committees were discussed:

- a. MB agreed to circulate the link to the Blueprint Reg 19 Consultation opening shortly. **ACTION MB**
- b. MB requested items for the agenda for the Quarterly NC Chair's meeting on 13th October.
- c. MW was nominated as a representative for the Horsham Town Community Partnership – AGM to take place on 10th November at 7:30pm (Zoom)

- d. MT was nominated as a representative for the Neighbourhood Wardens Steering Group – next meeting to take place on 17th November at 6pm (hosting details to be confirmed)
- e. MB agreed to ask BP (or possibly JC/RC) to volunteer to work with the NC working party on youth provision – the next meeting for this working party is Tuesday 20th Oct at 4.00pm. Otherwise MB will cover **ACTION MB**

13/417/20 IR discussed her thoughts on how HTNC could remember Leonard Crosbie through a Community Service Award that could be awarded annually at the Cootes Farm Community Event (this being the largest in the HTNC area). The possible mechanics of managing the nominees and the judging committee were discussed as was the actual awards which might consist of a plaque and monetary gift/hamper. The idea was well supported and it was agreed that this should be run past Leonard's family and Cootes Farm Community and then put on the agenda for next meeting to discuss in greater depth.

ACTION IR

14/417/20 The advertisement of the current HTNC vacancy that had arisen due to Michael's resignation had been displayed locally and MB advised that residents have until 15th October to notify HTNC if they would like an election to be held. Any resulting election would be delayed until May 2021 unless Coronavirus -related legislation is changed. If fewer than 10 people request an election, then HTNC will proceed with the co-option of a candidate.

15/417/20 Dates and time of the next meeting:

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

- Monday 2nd November 2020,
- Monday 7th December 2020,
- Monday 4th January 2021
- Monday 1st February 2021
- Monday 1st March 2021,
- Monday 29th March 2021
- Monday 10th May 2021 (with AGM).

Meeting closed at 21.50 hours