



Horsham Trafalgar Neighbourhood Council

(Draft) Minutes of the 423rd Meeting held on

Monday 1st March 2021 (via video conference) at 7.30pm

Attendees: Mr Martin Boffey (Chair), Ms Morag Warrack, Ms Isabel Rivera-Aldridge, Mr Ben Peterson, Mrs Rhoda Hatton (Clerk),

In attendance: Councillor Nigel Dennis, Joanne Kavanagh, Olive Hobbs

01/423/21	<p>Martin introduced everyone and welcomed Joanne Kavanagh to her first meeting with HTNC, who was attend as an observer along with Olive Hobbs who had attended a previous meeting.</p> <p>Apologies were received from District Councillor Christine Costin and Maralyn Thomas (Vice-Chair) and long-term apologies were received from Marc Bryant.</p>
02/423/21	<p>Declaration of Member's interest: MB gave the background to this being a new items on the agenda and although no official register is maintained he invited members to declare any interests.</p> <ul style="list-style-type: none"> • MB advised that he is Director of Cootes Farm Community; on the Steering committee for Horsham Blueprint; a member of Horsham and Crawley Lib Dems. • ND advised that he is a members of Horsham and Crawley Lib Dems and has an interest in the County Council. • MW advised that she is a new member of Mid Sussex Green Party; established FREC and is a member of the Keep Rookwood Green Alliance Steering Committee. • OH advised that she is part of the FREC.
03/423/21	<p>Approval of the minutes for the meeting held on 1st February 2021. These had been circulated previously and as no changes were requested, MW proposed and IR-A seconded the adoption of these minutes.</p>
04/423/21	<p>The following Matters Arising were discussed:</p> <ol style="list-style-type: none"> a. Re 03/422/21(b) and previous Minute 03/421/21(b), MB will progress discussions about the Leonard Crosbie Award with Mary Crosbie at a more appropriate time; This item should be put on hold as the Cootes Farm Summer Fayre had been postponed due to the Covid-19 restrictions. b. Re 07/422/21, MB would provide a brief to RH so that an initial response could be sent to all residents who had contacted HTNC with concerns over the Rookwood development – Completed with holding email. c. Re 08/422/21, in respect of planning application DC/20/2609, (Rookwood Park) MB to write back to MV - Completed d. Re 12/422/21(b), MB would follow up on the agreement reached at the meeting on 29th January regarding Rookwood, and once he had compiled the individual HTNC response on the proposal, he would share this with the Chairs of Denne and Forest NC – Completed with the letter to JC dispatched and copies submitted to the chairs of both the Forest & Deane Neighbourhood Councils. A short response had been subsequently been received from JC. e. Re 12/422/21(c), MB will circulate the notes from the Meeting with HDC and the three Neighbourhood Chairs once these had be confirmed by HDC as being a

	<p>true record - Completed</p> <p>f. Re 14/422/21(a), BP would send the draft he had compiled on the role of the Neighbourhood Council to fellow members once MB had answered the questions posed in the original document – Completed (1st March 2021). It was suggested that this had had an opportunity to review the document. Councillors were asked to submit their feedback to MB. BP gave a background to the reason behind producing this information. This document is work in progress. MB also reminded members about the document sent round regarding the process for co-opting members and requested feedback and opinions on this being the process to follow in future. (also discussed under AOB on the agenda)</p> <p>g. Re 14/422/21(b), MB, BP and RH to meet on Monday 8th February about the website – Completed - RH has made a start on updating some of the posts contained on the website.</p>
05/423/21	<p>Questions from the public:</p> <p>a. A large elderflower bush had recently been cut back at the Rec and had left a gap where travellers could potentially gain access – this matter was referred to HDC and Pete Crawford had responded to HTNC advising that it would be looked into. MW agreed to monitor progress and report back if there were any on-going concerns</p>
06/423/21	<p>HDC update – As Cllr Costin had sent her apologies there was no report. MB advised that HDC had released the Rookwood proposal online which was getting a lot of feedback.</p>
07/423/21	<p>WSCC update – Cllr Dennis provided an update covering:</p> <p>a Household waste and recycling sites, advising of the booking system that is being introduced. (Billingshurst is not included in the roll-out of the booking system). MB enquired as to the reason behind the decision and whether or not it was in relation to social distancing needs or as a result of visitor volumes due to lockdown clearances. ND felt both were contributing factors.</p> <p>b The gas mains work on the Guildford Road that is currently being updating. ND was of the opinion that alternative routes via Trafalgar would likely be found and that the work was liable to cause some disruption over the next two weeks,</p> <p>c The budget went through at the Council meeting with opposition parties raising various points including the closure of the Children and Families Centre. ND confirmed that footpaths did not get any further funding but that Community Highways Schemes have been retained suggesting that it might be possible for the residents of Rushams Road to seek a solution to the speeding problems. There was to be no closure of refuge tips or libraries as had been feared and the County Councils was reported to be currently solvent.</p> <p>JK enquired about the booking system at the refuge tips and questioned whether or not there would be problems with not every centre adopting the same process. ND agreed, stating that both Billingshurst and East Grinstead are not going to be taking bookings initially but that he expects the booking system to be extended after the first five launches have bedded in.</p> <p>The matter about Highways was taken at this point but recorded further down for consistency with the agenda layout.</p> <p>ND left the meeting at 20.10hrs</p>
08/423/21	<p>The following items of correspondence were received:</p> <p>a The email from Lucy Hallett, thanking HTNC members for their card was accepted.</p>

- c. It was noted that DMH Stallard require confirmation that HTNC has no objection to the stopping up as detailed in their letter of 18th February (which had been previously circulated to members). MB gave the background to the stopping up order. There were no new found objections and therefore **MB would notify DMH Stallard accordingly.**
- d. An email from Paul Kornicky had previously been circulated to Council Members). MB gave the background to HDC's procedural change, which now meant that whilst undertaking a review on a previous ruling where it had been determined that questions could not be made at council meeting unless they had appeared as an agenda item, addition rights which had not been presented in the associated resolution were then also removed. MW spoke of her concerns that could be presented under such a move. BP asked if the new ruling was only applicable at cabinet and committees meetings but MB was unsure if it also included meetings of ordinance although he could confirm that it does not affect planning committees. BP suggested that the NC should understand further the reasoning behind the decision. **MB agreed to circulate the analysis**

09/423/21

The following **planning applications** (which had previously been circulated to the members) were considered:

Date Issued	Reference	Details	Deadline for responses
5 th February 2021	DC/21/0180	Surgery to 1 x Oak at 24 Collingwood Road Horsham West Sussex RH12 2QW	26 th February 2021 NFA (as the deadline had passed)
11 th February	DC21/0240	Erection of a first floor side extension at 4 Springfield Park Road Horsham West Sussex RH12 2PW	4 th March 2021 NFA
12 th February	DC/20/2446	Amended Plans for the erection of a double storey and single storey rear extension and conservatory at 23 North Parade Horsham West Sussex RH12 2DA	26 th February 2021 Discussions taken outside the meeting provided the agreement for MB to write to the case officer and the neighbours who had corresponded with HTNC advising that HTNC have no objection to the revised application. And it was therefore agreed that there should be NFA
25 th February	DC/21/0270	Erection of a pair of 3-bed semi-detached dwellings with associated parking facilities 55 Blunts	18 th March 2021 Views had been exchanged via email outside of the meeting and it was agreed that as there were no objections, there should

			Way Horsham West Sussex RH12 2BJ	be NFA
10/423/21	<p>Finance: IR-A presented the finance report advising that the telephone banking had now been set up and she had finally received a bank statement giving her the necessary control of the account. IR-A is still waiting for digital banking to be finalised, but fears it will not be a speedy process. The bank balance stood at £8798.49. The backlog of payment to the clerk for the hours worked had now been paid. The subscription fees for the Zoom account had been reimbursed to MB and two payments had been made to HMRC. The accountant fees for setting up the payments to the clerk had been paid. Going forward there would be a monthly payment to the clerk for the hours worked alongside the associated payments due to the HMRC. WordPress were invoice HTNC £130 for the annual subscription for the two email accounts. IR-A proposed and MW seconded this payment. There were no questions on finance for IR-A and she was thanked for her huge effort in getting the banking system sorted and up and running.</p>			
11/423/21	<p>Highways matters - MW enquired about the closure of the new bridleway which had previously been the old A24 as she wished to know if this was partly due to the A24 road development. ND did not think so but mentioned about the new crossing that would be implemented soon.</p>			
12/423/21	<p>The following missing or damaged street furniture was reported: A concrete water hydrant post at the south-western end of the Hill Mead crescent had been damaged and was broken in half. RH would discuss with ND about the route for reporting this matter.</p>			
13/423/21	<p>Reports on the following outside committees were received:</p> <p>a. The Un-parished Area Liaison Group on Monday 22nd February (via Zoom) was attended by MW & MB as representatives from HTNC. MW provided an update on the meeting, detailing the names and positions of those who attendees. The weaknesses of the current structure had been discussed at the meeting and MW gave examples put forward by attendees along with ideas for how the working relationship could be strengthened. Attendees were asked to submit to Frances Haigh, their five priority points deemed necessary for progressing change through future meetings. MB wished to canvass members on their suggestions for the five points and offered to incorporate these into his submission.</p> <p>Members were asked to send these to the Clerk. A discussion on Rookwood also came up at the Un-parished Area Liaison Meeting and MW advised that the County Times had agreed to a centre-page spread of input from all local interest groups. With that in mind MB asked if members wanted to post a copy of the HTNC response sent to JC at HDC onto the HTNC website. All agreed. MB was asked to submit this response to the County Times for inclusion in the centre spread unless the other Neighbourhood Councils wish to comply with the previous agreement which was for a joint response to be the released into the public domain. Although the general feeling was that three separate NC responses and a joint response would have great value.</p>			

	<p>b. No members had submitted any points to the Joint Action Group meeting held the end of the February. As yet there had been no feedback</p> <p>c. No members attended the meeting for Keeping in Touch with the Community (Gatwick). There were no reports sent out for members to consider.</p> <p>d. MB discussed the future scheduled progress for the local neighbourhood plan (Horsham Blueprint). This plan had recently received minor changes and HDC were now due to write their decision notice and propose that the referendum for this takes place at the same time as all the other referendums. MB raised concerns over the possibility of the public getting confused with the different plans coming to their attention in one go. He was keen to point out that the Horsham Blueprint, is very much designed amongst other things to protect green spaces.</p> <p>e. MB had attended the Chairs of Neighbourhood Councils meeting. Concerns over the Neighbourhood Council's constitutions were discussed and these are being raised with the monitoring officers at HDC through the Standards Committee.</p>
14/423/21	<p>MB had circulated the latest version of the HTNC Newsletter and members were asked to ensure that any feedback was given to MB by Wednesday 3rd March. Quotes had been obtained from three local printing businesses and it was agreed that MR Printer would be approached to complete the work. The distribution of approximately 2800 copies would be undertaken by either Sussex Leaflet Distribution or RH Uncovered Magazine (Dor 2 Dor), depending on the competitive quotes in order to get the newsletter circulated by third week in March. All agreed</p>
15/423/21	<p>Under any other business, the following was discussed:</p> <p>a. MB raised the adoption of casual vacancies/co-options. It was agreed that HTNC should encourage people to come along to meetings before applying and members would aim to finalise the recent drafts circulated about this process asap so that the process was clear and consistent</p> <p>a. MB also mentioned the need to submit ideas on the infrastructure required within the area plus a wish list of smaller items. This was required as a response to an enquiry about the CIL. Responses should link to the neighbourhood plan which MB would re-circulate.</p> <p>a. MB enquired if members would be interested in inviting different speakers to NC meetings so that there would be more awareness of the roles undertaken locally. It was agreed that MB would enquire if the PCSO could attend a future meeting and provide a ten-minute presentation on their work.</p>
16/423/21	<p>The dates of the next meetings had been agreed as follows with a 7.30 pm start:</p> <ul style="list-style-type: none"> • Monday 29th March 2021 • Monday 10th May 2021 (with AGM)

Meeting closed 21.05