



Horsham Trafalgar Neighbourhood Council

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Minutes of the 443rd Horsham Trafalgar Neighbourhood Meeting
held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 8th February 2023 at 7.00pm

Attendees:	Morag Warrack – Chair (MW), Olive Hobbs (OH), Adam Kay (AK), Colin Bush (CB), Martin Boffey (MB), Ben Peterson (BP), and Rhoda Hatton (RH), Clerk
In attendance:	John Preston - Treasurer (JFP), (From item 9), Nigel Dennis - West Sussex County Councillor (ND), Ed and Tina Coulson (from Shelley Allotments) and Terry Conolly (visitor)
Apologies:	Tony Hogben. Paula Dinage was not present.
01/443/23	MW Welcome Members and visitors, introducing those attending. Sam Maginnis, Minister from Holy Trinity Church had planned to join the meeting was not present.
02/443/23	The following Members announced their declaration of Interest MW – Member of the Green Party MB – Member of the Horsham Lib Dems and Director of the Cootes Farm Community. AK – Member of the Horsham Labour party ND – Member of the Horsham Lib Dems and WSCC Councillors
03/443/23	CB proposed and OH seconded the approval the minutes of the meeting held on 11 th January 2022.
04/443/23	Matters arising from previous minutes: a. Re previous Minute 04/442/22 (b) Mary Crosbie had chosen the award winners from the nominees presented and RH would organise certificates and send out invitations so that recipients could be invited to attend the March meeting b. Re previous Minute 13/442/22, RH would send the response to the WSCC 20's Plenty policy, as drafted by CB, making a slight amendment to any reference to the previous correspondence. c. Re Previous Minute 11/442/23 - Completed
05/443/23	Sam Maginnis was unavailable to address members (PMN a subsequent email was received and apologies were given with the request to join the meeting next month).
06/443/23	There were no questions submitted from members of the public.
07/443/23	a. Following the invitation to address members on the environmental projects aimed at supporting the Horsham Shelley Allotment Society, Ed and Tina Coulson gave a very interesting talk about their plans for the following projects: <ul style="list-style-type: none"> • Communal Composting • Intermediate bulk containers for water collection • Transformation of current grass areas into a wildlife area. • Development of communal plots for social subscribers • Educational plot/indoor training area for schools and community groups (e.g. scouts) and • A kitchen, so food for the homeless could be produced <p>MB enquired if the Allotment Society had applied to the Horsham District Community Climate Fund and MW enquired if events would be run by the Society. The hosting of something for the Coronation was discussed. Discussions continued once Ed and Tina had departed from the meeting and RH agreed to request details of costings for the above projects, both as a total and as individual costs.</p>



Horsham Trafalgar Neighbourhood Council

	<p>b. RH also agreed to follow up further enquiries with Birds Farm Allotment Society whose contact details had just been received</p>
08/443/23	<p>Councillor Boffey provided the HDC update and advised that the Local Plan had not progressed due in part to the resignation of the leader of council. Members were advised that Claire Vickers from Southwater North was the new leader of the council and a new cabinet had been appointed. The new cabinet member for the town was Tony Hogben. Decisions taken with regard to the increase in Council Tax was discussed as was the earmarking of money to assist with the cost of living increases and to assist with carbon reduction. No questions were posed.</p>
09/422/23	<p>ND provided the following update from WSCC</p> <ol style="list-style-type: none"> Following an enquiry from a resident, tree planting on Merryfield Drive was discussed. ND advised that the West Sussex's (WS) tree planting programme was already committed and the next round will not be considered until Autumn 2023. ND enquired if HTNC has funds available for such an initiative and MB felt it might be possible for a joint venture between WSCC/HTNC/CFC for an avenue of trees along Merryfield Drive. MB would enquire through Cootes Farm Community. ND would advise WSCC that HTNC are interested and advise the residents accordingly. WSCC would be asked to advise on the most suitable trees to be planted and to confirm maintenance following planting. {PMN RH would also send an email to Mark Pullen HDC (tree man) re above} Following an enquiry from Philippe Arnould regarding the road surface that is fast degrading on the Shelley Road/Spencers Road junction due to burst pipe/ground water ND advised of the inspection that had been undertaken by the Highways Department; they maintain that it is clean water that is being released. ND has chased for an update and HTNC will await their response. The parking restrictions outside the shops on Caterways are not satisfying the needs of the Budgen's convenience store. ND is awaiting further details from the shop owner. Members were advised of the Hurst Road closure over the Easter Period (27th March for 4-weeks). The road will be closed to motor vehicles although access will be possible at either end. Enquires had been made into the local bus services as residents were concerned that there were none operating in the afternoon. The routes are run commercially by Metrobus and it is only viable to run the service at school drop off/pick up times. A better service is only likely if the route diverts from somewhere else. WSCC Budget meeting takes place on Friday 10th. <p>The flooding on the Riverside Walk was raised. ND acknowledge that WSCC view the walk as an HDC facility. JFP enquired what action was needed and it was advised that he wait for the planning of the winter maintenance schedule before raising it again. Further online investigations showed that the land was owned by HDC but that it could be a permissive path. ND agreed to send previous details (submitted by JFP) to MB so that he could take the matter to Parks Department. OH had spoken to Ryan at the Green Gym regarding the offer of a financial contribution to help fund any necessary work. It was confirmed that donations to maintain paths are accepted. MB commented that some areas of Riverside Walk had been improved previously through the use of S106 funding and that CIL money is currently available for town-wide projects. It was acknowledge that all three NCs support the Riverside Walk and it was agreed that the following three points would need to be considered; what needs to be done, what are the objections and what does it cost – it was appreciated that there would be no quick fix. ND left the meeting</p>
10/443/23	<p>There was no missing or damaged street furniture to note</p>
11/443/23	<p>It was agreed that the HTNC litter pick would take place on 26th March 2023. The event would be called 'Tidy Trafalgar Day'. The venue for assembly would be Holy Trinity Church on Rushams Road at 2.00pm and refreshments would be served there for 'litter pickers' between 3.00 – 4.15pm. RH would contact Paul Anderson - Director of community at HDC (cc'ing MB) to ascertain what should happen to the bags of rubbish at the end of the event and to enquire where litter picking equipment could be sourced. OH would ascertain if the Green Gym could assist with equipment. RH would ensure the</p>



Horsham Trafalgar Neighbourhood Council

	event was promoted via HTNC Facebook/website and would enquire if the event could be promoted via the two Trafalgar school's parent mail. Local scouting groups would also be notified of the event.																		
12/443/23	<p>The following correspondence was considered:</p> <ol style="list-style-type: none"> Forest NC have agreed they are willing to work with the other two NCs on developing climate adaptation/mitigation strategies for the three town neighbourhoods together. It was agreed that HTNC would support this working together and wondered whether that could be done under the auspices of the Blueprint Neighbourhood Forum. Following an enquiry from David Gubb who wished to know if another bin/dog poo bin could be placed on the small area of common at the top of Trafalgar Road given that the only bin on site is invariably full. RH agree to add this matter to the letter being sent to Paul Anderson to enquire if the issue should be sent to Laura Parker. Enquiries will also be made into whether there a way dog owners can dispose of their dog waste at home. The enquiry from Philippe Arnould regarding the road surface that is fast degrading on the Shelley Road/Spencers Road junction had been dealt with under Minute 90/443/23 above. Members accepted the Neighbourhood Wardens report for January. Following a letter that had been sent to the Clerk about the 'Next Door' What's App it was agreed that HTNC should not be promoting such commercial sites although the newsletter may like to raise resident's awareness of Horsham Pages and freecycling sites 																		
13/443/23	The planning applications as were attached in Appendix A were considered and no further actions were agreed with the exception of planning application DC/23/0070 (48 Merryfield Drive) where all Members agreed to review this further and submit comments if necessary by 16 th February 2023. MB gave an update on the Farthings Hill planning application.																		
14/443/23	No Temporary Traffic Regulation Order were discussed.																		
15/443/23	<p>The following financial matters were discussed:</p> <ol style="list-style-type: none"> JFP, the treasurer presented his report with the following information: <div data-bbox="405 1115 798 1836" style="border: 1px solid black; padding: 5px;">  <p style="text-align: center;">Horsham Trafalgar Neighbourhood Council</p> <p style="text-align: center;">FINANCIAL REPORT</p> <p style="text-align: center;">For period 12 January 2023 to 8 February 2023</p> <table border="0" style="width: 100%;"> <tr> <td>Balance at 12 Jan 2023</td> <td style="text-align: right;">£11,765.02</td> </tr> <tr> <td>Income during period ^{see Report}</td> <td style="text-align: right;">£00.00</td> </tr> <tr> <td>Expenditure during period ^{see Report}</td> <td style="text-align: right;">-£379.65</td> </tr> <tr> <td>Balance at 08 Feb 2023</td> <td style="text-align: right;">£11,385.37</td> </tr> </table> <table border="0" style="width: 100%;"> <tr> <td>Committed expenditure to end of current FY ¹</td> <td style="text-align: right;">£561.00</td> </tr> <tr> <td>Additional support expenditure to end of current FY ²</td> <td style="text-align: right;">£737.00</td> </tr> <tr> <td>Monies allocated ³</td> <td style="text-align: right;">£5,610.00</td> </tr> <tr> <td>Contingency reserve ⁴</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td>Funds available for allocation</td> <td style="text-align: right;">£4,377.37</td> </tr> </table> <div style="border: 1px solid black; padding: 5px;"> <p>Report</p> <p>Expenditure during the period:</p> <ul style="list-style-type: none"> - committed expenditure¹ of £280.50 - Zoom annual subscription fee of £39.15. (Note, amount not budgeted for in current FY as renewal was due May 2023, by paying early we received a 30% discount) <p>Expenditure during current period is likely to be limited to monthly committed expenditure. Website and email subscription renewal are due before the end of the current FY.</p> <p>JFP 8 Feb 2023</p> </div> <p>Notes</p> <ol style="list-style-type: none"> 1. Committed expenditure consists of Clerks 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 allocated consists of: <ol style="list-style-type: none"> 3.1. £290 being held for purchase of tree in 2023. 3.2. £2,700 being retained for purchase of 2nd Speed Indicator device. 3.3. £500 being retained for donation to Horsham Blueprint funds for coming year. 3.4. £1,000 for replacement of 2 Trafalgar Notice Boards. 3.5. £1,160 for 1m2 wilding seeds 4. Contingency is to cover potential cost increases due to inflation. <p style="font-size: small; margin-top: 10px;">HTNC //Financial Report/Jan 2023 -/1</p> </div> <ol style="list-style-type: none"> CB highlighted that HTNC still need to pay for installation of both Speed Indicator Devices JFP notified RH that the invoice for the refund of the SID purchase requires the HTNC bank accounts details inserting on it. Progress on financing the following projects was discussed: 	Balance at 12 Jan 2023	£11,765.02	Income during period ^{see Report}	£00.00	Expenditure during period ^{see Report}	-£379.65	Balance at 08 Feb 2023	£11,385.37	Committed expenditure to end of current FY ¹	£561.00	Additional support expenditure to end of current FY ²	£737.00	Monies allocated ³	£5,610.00	Contingency reserve ⁴	£100.00	Funds available for allocation	£4,377.37
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Horsham Trafalgar Neighbourhood Council

	<ul style="list-style-type: none"> i. The replacement Teracycle scheme – the TRB Church are willing to host the scheme; Rob Fryatt (SGL recycling volunteer) would help train volunteers; the approximate costs to HTNC would be £45. Funding for the project was approved and MW would progress the launch of this project. ii. No further information had been received from Nick Jenkins regarding possible projects that HTNC could fund iii. HTNC’s offer to financially support improvements on the Riverside Walk were discussed as above and further details are awaited iv. The schemes planned by the allotment committees were discussed above and costs are awaited v. JFP had received details on the costs of wild flower seed packs (£1160 for 2800 pkts). Distributing the seed packs in a manner that would enable the monitoring of achieving the aim of creating wildlife corridors was discussed as was distributing at the right time of year for planting. It was suggested later in the meeting that packs could be given away free at community events to promote the work of HTNC and the Coronation events might be a good place to start. When issued, the need for feeding back to HTNC could be stressed. vi. The cost of replacing the two noticeboards through the ‘Men in Sheds’ charity was quoted as £1000. Before placing the order, RH would bring HDC back into the loop and confirm that they would undertake the work to install the noticeboards. It was suggested that HTNC might also want to consider placing additional boards on The Common adjacent to the Dog and Bacon Pub. vii. RH would carry forward to the next meeting the discussion on: <ul style="list-style-type: none"> i. Glasdon Bins for cans and plastic bottles (£2,000) – would this be a good use of funds and how would collections work ii. Outdoor Gym Equipment https://securelinks2.cmadvantage.co.uk/linkapp/cmaview.aspx?LinkID=pageid100898805tqr~f~xnhzt~qtzrn~z~x~f~f~n
16/443/23	<p>Reports from members who attended outside committees or events. Were discussed as follows:</p> <ul style="list-style-type: none"> a. MW had previously updated members on the wild flower meadow initiative (as part of the discussions with the allotment society). This had been one of the main ideas covered at the Wilder Horsham District workshop on Thursday 2nd February. b. MW and OH had very much enjoyed their opportunity to spend an hour with the Neighbourhood Wardens on 25th January. They found the warden’s proactive work engaging with the community really interesting. RH would send an official thank you to the wardens.
17/443/23	<p>To agree attendees for forthcoming outside committee meetings:</p> <ul style="list-style-type: none"> a Neighbourhood Wardens’ steering group meeting - Wednesday 22nd February 2023 at 4pm on Teams – CB b The Blueprint (BIP) Steering Group would be attended by MB as he is chairing for time being. The focus for the groups would be to enquire how the BIP Members want to be involved with HDC on planning; how to deliver on aspirational projects and what the governance structure should be for the Community Infrastructure Levy (CIL) and how funding should be approved. MB felt there would be a role in the BIP regarding climate action. He felt the aim would be to hold a BIP AGM in June/July to re-elect a steering group and new chairman. c Webinar on WSCC Charging Network which takes place on 16th February at 1.00pm – MW may attend. d Youth provision at end of Feb – OH e Horsham Association of Local Councils (HALC) which takes place remotely at 7.00pm on 22nd February on Zoom f Safety improvements and existing control at the lake at Rookwood – Potentially March 8th - MW
18/443/23	HTNC Newsletter



Horsham Trafalgar Neighbourhood Council

	<p>a The progress on the Spring 2023 edition of the newsletter was not discussed due to PD's absence.</p> <p>b The items to be included in the next release included:</p> <ul style="list-style-type: none">i. Nominations for the Leonard Crosbie Awardii. Resolving the fox and other urban wildlife problem in the Trafalgar Neighbourhoodiii. New Highway Online Reporting Tooliv. Cycling Questionnaire link - https://forms.gle/w8bSVrTyEo81yGMeAv. Useful Reporting Links – filed and retained by RHvi. John Harris - Time to get walking again! (Forwarded to PD 25th January)vii. The launch of the new Teracycle scheme at TRBCviii. HTNC Tidy Trafalgar Day – 26th March 2023
19/443/23	<p>Under any other business, MW reported on the £200 grants available from HDC which could be awarded to local groups that wish to hold Coronation celebration events. Bulbs donated by a Neighbour had been planted in Rec and on the land owned by the Cootes Farm Community. MB would investigate the availability of Fox proof bins through Laura Parker. Members agreed that the Treasurers report should be included in the Minutes.</p>
20/443/23	<p>The following dates have been entered into the diary 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> <p>Wednesday 8th March 2023 Wednesday 12th April 2023 Wednesday 10th May 2023</p> <p>HDC will announce the date of the local elections imminently and this will affect the date of the HTNC AGM and Open Meeting. However, subject to the date of the local election, Wednesday 5th July is anticipated as being a suitable date for the AGM. RH would email Members to enquire if they would like to have an August meeting once the dates of the local elections are known.</p> <p>Wednesday 13th September Wednesday 11th October Wednesday 8th November Wednesday 13th December Wednesday 10th January 2024 Wednesday 14th February 2024</p>

Meeting closed 21.42