



# Horsham Trafalgar Neighbourhood Council

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**Minutes of the 445<sup>th</sup> Horsham Trafalgar Neighbourhood Council meeting  
held on Wednesday 12<sup>th</sup> April 2023 at 7.00pm  
at Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL**

In attendance: Morag Warrack (Chair), Martin Boffey, Adam Key, Colin Bush, Olive Hobbs, John Preston, Ben Peterson and Rhoda Hatton (Clerk)

Minute	Matters Discussed
01/445/23	MW welcomed members and thanked them for coming to the meeting. PD and ND had offered their apologies prior to the meeting. MW informed members that PD had advised that she will not be standing for election as a Neighbourhood Councillor at the AGM.
02/445/23	The following declaration of interest were declared by members: MW – a member of the Green Party, Sussex Green Living and Sussex Wildlife Trust. MB – a member of Horsham Liberal Democrats, and a HDC Councillor AK – a member of Horsham Constituency Labour Party
03/445/23	Approval of the Minutes of the meeting held on 8 <sup>th</sup> March 2023 was proposed by OH, seconded by CB and were duly adopted.
04/445/23	Matters arising from previous minutes, unless covered by a separate agenda item below: a. Re previous Minute 04/444/23 (a) - RH had sent out invitations so that recipients of the Leonard Crosbie Award could be invited to attend the AGM/open meeting. The recipients (with the exception of Shelley Allotments) had accepted and the in addition to the presentation, the Trinity Church Players will add to the event with a performance of a song. The large room at TRBC has been booked. b. Re previous Minute 04/444/23 - RH had enquired with ND where the plan for planting trees on Merryfield Drive should go next and was awaiting a response. <b>RH</b> to c/f to next meeting. c. Re previous Minute 04/444/23 - MB was in discussions with HDC re a potential boardwalk at the Irwin Drive end of the Riverside Walk as funding for this could come from Section 106 or the CIL money, in which case, the matter may end up going to Blueprint. The question that HDC need to address relates to work being undertaken by the Council on land it does not own and <b>MB</b> will follow up further. A Trafalgar resident had emailed the Chair on 11 <sup>th</sup> April 2023 also reporting concerns about the flooding and MW had advised that HTNC were in discussions with HDC. MW also advised members that a golfer had asked that HTNC flag up the frequent failure of the pump which helps to manage water levels in the A24 underpass at the golf course. <b>RH</b> would make enquiries with WSCC.
05/445/23	RH had been unable to make contact with Sam Maginnis (Holy Trinity Church Minister) regarding the invitation to address members.



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06/445/23	With the exception of the enquiries about the flooding of the tunnel as mentioned above, no questions from the public had been received.
07/445/23	Cllr Boffey advised members of the pre-election period. He provided feedback on the approval of the climate action plan, indicating that more work needed to be done as it is unclear what action the District Council will take responsibility for. MB informed members that discussions were ongoing re concerts on the Bandstand this summer and that it had yet to be decided who would be providing these. Planning in Southwater was also mentioned as one matter had been deferred under the water neutrality concerns and another in relation to parking/road safety. MB mentioned these applications as the strategy for the former was being questioned. More supporting evidence was awaited and then the applications will be heard again.
08/445/23	There was no WSCC update from Cllr Dennis as he was unable to attend the meeting.
09/445/23	No missing or damaged street furniture had been reported.
10/445/23	The following correspondence was discussed: a. MW had responded to an email from a resident in Greenway who was disappointed by what they considered was a negative report in the recent Newsletter regarding the planning application for Greenway Academy. Prior to the meeting MW had shared the response that she had sent to the resident which had advised that everyone was welcome to attend the HTNC meetings to voice their concerns. MB had visited a separate resident to assist with the fair hearing for the Greenway Academy planning application which was likely to go to committee in June. He had advised HDC that, subject to any revisions to the plans, HTNC would likely want to speak at the meeting. It was felt that questions needed to be asked about whether or not the academy require the intended capacity for 480 pupils from day 1 of the build, or whether a staged rebuild could be implemented as it moves from a three-form-entry to a four-form-entry school. b. The Neighbourhood Warden's report for March 2023 was accepted.
11/445/23	The planning applications attached in appendix A were discussed and the outcomes recorded in the tables below.
12/445/23	The following Temporary Traffic Regulation Order were discussed: a. The road closure work on Hurst Road between North Parade and North Street appeared to have been completed as the road had been open at the time of the meeting. b. Members noted the proposed closure of the B2237, Springfield Road, scheduled for 16 <sup>th</sup> & 23 <sup>rd</sup> of April 2023 for carriageway resurfacing. It was agreed by members that this was definitely necessary. They also noted the proposed closure of the B2134, London Road on Sunday 16 <sup>th</sup> of April, again for carriageway resurfacing.
13/445/23	The financial report was presented by the treasurer and after discussion the members accepted the report which included the following information:



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## FINANCIAL REPORT

For period 9 March 2023 to 12 April 2023

Balance at 9 Mar 2023	£7,391.82
Income during period <sup>1</sup> <i>see Report</i>	£00.00
Expenditure during period <sup>2</sup> <i>see Report</i>	-£1,636.10
<b>Balance at 12 Apr 2023</b>	<b>£5,755.72</b>
Committed expenditure to end of FY23-23 <sup>1</sup>	£0.00
Additional support expenditure to end of current FY <sup>2</sup>	£187.00
Monies allocated <sup>3</sup>	£5,250.00
Contingency reserve <sup>4</sup>	£100.00
<b>Funds available for allocation</b>	<b>£218.72</b>

### Report

Expenditure during the period:  
- committed expenditure<sup>1</sup> of £280.50  
- printing of newsletter, mini-meadow leaflet and labels £865.60  
- delivery of newsletter, mini-meadow leaflet and seeds £490.00

FY23-24 started 6 April 2023. Expenditure during next month is likely to be limited to monthly committed expenditure, website and email subscription renewal, advance payment to purchase notice boards materials, purchase of installation materials for speed indicator.

JFP  
12 Apr 2023

### Notes

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:
  - 3.1. £250 being held for purchase of tree in 2023.
  - 3.2. £2,700 being retained for purchase of 2<sup>nd</sup> 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. £500 for installation of 2 speed indicators.
4. Contingency is to cover potential cost increases due to inflation.

HTNC /Financial Report/Jan 2023 -/4

**RH** was asked to send the invoice for the Speed Indicator Devices to HDC.

JFP circulated the draft accounts for the 2022/2023 that he had prepared. MB would source an auditor for these accounts and JFP would audit the previous years account for the AGM. MW thanked John for his work.

Members discussed progress on existing projects/ideas for new projects  
**RH** agreed to look at different designs and talk to Paul Anderson, Director of Community regarding the cycle hoop planter racks (as circulated by MW 16/03/23 - <https://cyclehoop.com/product/planter-rack/>). These would potentially be situated outside the shop on Caterways and used for the planting of the meadow seeds. The Bishopric near Gwyn's Bakery and Collingwood Batchelor was also suggested as a possible site as it would have the added bonus of deterring inappropriate parking on the pavement there.

It was agreed that during the next financial year members may wish to consider making an addition donation to the 4-TheYouth project. JFP enquired about the 'usual' contribution and MB advised that this comes from the Special Charge.

Following a positive response from HDC regarding the noticeboards that Men in Sheds had been asked to commission, **RH** would obtain clarity on these not being varnished, clarify the size, ensure that there is no carving and enquire if a magnetic board could be inserted within the design for ease of posting notices.

The application from TRBC for £25 for the Coronation celebrations was approved and **RH** would request an invoice requested.

CB provided and update on the Speed indicator Devices (SID) advising that he was waiting for some dry weather before siting the first device and was now aiming for the middle of May. The site for this device would be in Rushams Road. CB also notified



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	<p>members of the donation of the additional SID from Forest NC which had been located in St. Leonards Road. CB had charged the batteries of this device and whilst one battery was fit for purpose, the second battery needed replacing. This would cost £120 and members approved the purchase. CB had identified the narrowing bit of Rushams Road for the donated device. Plans continue to site the second HTNC device on Merryfield Drive near Greenway. <b>RH</b> would now submit the invoice to HDC so that they could be reimbursed the cost of the first SID.</p>
14/445/23	<p>The following reports from members who had attended outside committees or events were received:</p> <ol style="list-style-type: none"> <li>a. MW reported a really well attended 'Tidy Trafalgar Day' on 26<sup>th</sup> March with 30 sacks of rubbish collected by over 60 people. Thanks were expressed to Trinity Church and the Green Gym who were very supportive and this helped to make a very nice day, despite the weather!</li> <li>b. OH advised that a report from Kirsty is awaited from the 4TheYouth group that she attended on 17<sup>th</sup> March. OH discussed how the group is thriving and that they have counselling rooms that are light and bright to help those attending. The roof had been fixed although there are ongoing problems with the drains. Further funding is required so that more hours can be offered. MW had also visited the group and thought the offer was incredibly valuable you all local youths. The snack wagon will be out and about again soon.</li> <li>c. MB and MW had visited HAODS's base for rehearsals. Issues existed regarding the poor state of affair for building. The HDC lease expires in September although HDC have said the group can stay until next show in November. Business rates are being charged for the rehearsal room and community rates are not given for shows at the capitol. MB advised that lobbying will continue in due course.</li> <li>d. MB and MW reported on the Blueprint meeting held on 9<sup>th</sup> March. The main concern surrounded who would lead this work in the future. MB advised that the HTCP group which is involved with the Riverside Walk restoration also has no one willing to continue as chair. There were thoughts that as no one has stepped up, the plan could be for the two groups amalgamate in some way. The next meeting of HTCP is 18<sup>th</sup> April and AK offered to attend. Blueprint has advised that it would like to be a statutory consultee for planning application reviews, acknowledging that the constitution at HDC would need to be changed to accommodate this as it would need to provide Blueprint with speaking rights at the planning committee meetings. Neighbourhood Councils were asked to submit ideas to the Blueprint before their next meeting on 2<sup>nd</sup> May (which would be held in the upstairs hall in Blackbridge Community Centre), suggesting how the governance of CIL might work. The AGM of Blueprint would be held after the district and Neighbourhood Council elections in July. NC members will be invited to attend this meeting that would be held at the Blackbridge Community Centre in the downstairs meeting room.</li> <li>e. MW reported on the Quarterly NC meeting with HDC which took place on 21st March but where most of the discussions related to issues in the Denne neighbourhood.</li> <li>f. In addition to the Horsham District Councillor's training which MB attended, MW, CB and RH had attended the Neighbourhood Council training on CIL prior to the meeting. Those attending had been advised that a meeting would be set up post-elections to move discussions forward and copies of slides would be sent out to participants.</li> </ol>
15/445/23	<p>The following members agreed to attend the forthcoming outside committee meetings and events:</p>



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	<ul style="list-style-type: none"> <li>a. HTCP - Tues 18th April 7.30 at Millennium Hall Roffey – AK and possibly MW</li> <li>b. HALC AGM (HALC Members only) - Wednesday 26th July at 5.30pm - (Member to be appointed post HTNC AGM – RH to c/fwd to 19/07/23)</li> <li>c. Discover Gatwick – 1<sup>st</sup> June - MW</li> </ul>
16/445/23	<p>HTNC Newsletter</p> <ul style="list-style-type: none"> <li>a. Members discussed the non-delivery by Serhat to the gated communities. RH advised that resident Terry Connoly had taken delivery of the Kings Gate flats and Houses and RH would drop off the Potters Gate supplies to MB in the hope that these could be delivered by a volunteer. Sue Preston (SP) had kindly delivered to Springfield Park and MW thanked JFP and SP for all their hard work undertaken in order to get the seeds packed up for delivery.</li> <li>b. Members were grateful for the additional offer of help with future deliveries from Joanna Byford</li> </ul>
17/445/23	<p>Any other business:</p> <ul style="list-style-type: none"> <li>a. CB advised of the Horsham District Volunteer Awards (deadline 2<sup>nd</sup> May) and members agreed to think about possible recipients that could also include the names of those already nominated for the Leonard Crosbie Awards.</li> <li>b. The Unity Bank was reported to be a good bank for charities and MW asked JFP to look into this for HTNC.</li> <li>c. JFP enquired if the HTNC had a Terms of Reference and MB advised of the Constitution. <b>RH</b> offered to send JFP a copy of this document.</li> <li>d. AK raised the matter of standing for election on the Neighbourhood Council and it was confirmed that HDC will be offering further advice in early May.</li> </ul>
18/445/23	<p>Members confirmed the following dates to be 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 10<sup>th</sup> May 2023 (May require a stand-in Chair, Apologies were received from JFP)</p> <p>Wednesday <b>28<sup>th</sup> June</b> - HTNC AGM and Open Meeting</p> <p>Wednesday 19<sup>th</sup> July 2023</p> <p>No meeting will be held in August 2023</p> <p>Wednesday 13<sup>th</sup> September 2023</p> <p>Wednesday 11<sup>th</sup> October 2023</p> <p>Wednesday 8<sup>th</sup> November 2023</p> <p>Wednesday 13<sup>th</sup> December 2023</p> <p>Wednesday 10<sup>th</sup> January 2024</p> <p>Wednesday 14<sup>th</sup> February 2024</p>

Meeting closed at 21.50hrs



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## Appendix A - Planning Applications

Reference	Details	Actions
DC/22/2235 (Updates)	Amendment to application for the demolition of 9no existing garages and erection of 2no one-bedroom flats with associated external works and landscaping on land at Eyles Close Horsham West Sussex	Although it was difficult to see what the actual changes to the planning application had been and that the concern of the double story building remained, NFA was agreed.
DC/23/0324	The conversion of existing garage into habitable space and creation of hardstanding area for the provision of 1no parking space at the rear of the garden (Retrospective) at 13 Nelson Road Horsham West Sussex RH12 2JE	MW enquired about this being retrospective and MB responded by commenting on how HDC might view these.
DC/23/0413	The part demolition and replacement of an existing conservatory with a single storey side and rear extension at Karibu, Spencers Place Horsham West Sussex	NFA
DC/34/0605	Surgery to 1x Yew, 1x Holly, 1x Horse Chestnut, and 1x Apple Springfield Park, 1 Springfield Park House North Parade Horsham West Sussex	NFA