

**HORSHAM FOREST NEIGHBOURHOOD COUNCIL**  
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**MINUTES OF MEETING 21<sup>st</sup> MARCH 2022 7.30 p.m.**  
**(VIRTUAL ZOOM MEETING HOSTED BY CLERK)**

**Present:** Messrs N. Friswell, J. Milne, J. Olson, C. Puckle, G. Sitton, G. Stanley and B. Travers. Mrs. D. Sumpter (Chairman)  
**District Councillors:** Mr. C. Mitchell and Dr. D. Skipp  
**County Councillors:** Dr. N. Dennis  
**Public:** 2  
**Apologies** CC Mr. J. Mercer

**01.03.22 Minutes of Meeting held on 21<sup>st</sup> February 2022**

The bus that was discussed (Minute 03.02.22 on page 4) is on the 65 route. The Minutes were proposed as correct by Mr. Sitton and seconded by Mr. Friswell.

**02.03.22 Matters Arising**

**04.03.21 Blueprint**

Members of Blueprint Committee are exasperated by the delay in HDC setting a referendum date and are writing one further letter to HDC pressing for a date.

**09.12.21 A281 Repair Work (Brighton Road near Kennedy Road)**

Mr. Puckle confirmed that the repair has been carried out to an acceptable standard.

**04.01.22 “We Buy Any Car” – planning**

Trading continues and it is thought that Enforcement is not becoming involved as the Company has stated that it will be putting forward a new plan for their planning application. The suggestion is the Company has found a “loophole” in the procedure.  
**Resolved DC Dr. Skipp will discuss this matter with HDC Planning and Enforcement.**

**08.01.22 Inconsistent Regulatory Highways Weight Restriction Signage relating to Wimblehurst Road, North Heath Lane, Foundry Lane, Parsonage Road, Brighton Road and Clarence Road**

As agreed, Mr. Puckle has carried out a first inspection of the part of the HGV route from Hilliers Garden Centre down to Station Road and reports there are several missing signs (Clarence Road) and there are anomalies. He is referencing The Traffic Signs and Design Manual and preparing a detailed report. Separately, Mr. Sitton referred to a private discussion with Network Rail representatives concerning the weight load over the Rail Bridge.

**Resolved Mr. Puckle will now prepare the Report**

**08.01.22 Horsham Green Spaces**

Mr. Milne has now completed a SWOT (strengths, weaknesses, opportunities and threats) for New Street Gardens and Mrs. Sumpter had completed one for Bennetts Field. These have been sent to Horsham Green Spaces. The area connected to Leechpool Woods, in the vicinity of Grebe Crescent, was discussed with DC Dr. Skipp who explained this is HDC property and is adjacent to the Area of Outstanding Beauty line. All the SWOTs will now be analysed and incorporated into a Nature Mapping for Horsham. There will be a workshop in May which Mrs Sumpter hopes to attend.

**Resolved Mrs. Sumpter will forward the SWOT form to Dr Skipp**

#### **04.02.22 Planning**

The members of public attended this Meeting to have more understanding of Forest Neighbourhood Council's role in planning applications as FNC had objected to their application although there were approvals from their local neighbourhood. They had not received the FNC newsletter that did give an outline of FNC's role in planning applications and that whilst Neighbourhood Councils are not statutory, they are consultees on every planning application in their area. Most planning applications are usually determined by HDC officers under delegated powers. However more complex planning applications are generally determined at Planning Committee.

**Resolved to forward a newsletter to these residents.**

Reference was again made to parking problems in Queens Street/Queensway and one suggestion is for the bollards along the pavement area to be moved forward.

**\*See reference to Public Realm in DC Mr. Mitchell's report**

#### **06.02.22 Reports from representatives on outside bodies**

Mr. Sitton suggested that the speed indicator device should now be removed from St. Leonard's Road (referring to rotation). FNC Councillors agreed to the suggestion that it is now activated in Kings Road.

**Resolved Mr. Sitton will endeavour to get the SID removed. \*See further report on Speedwatch under Agenda Item 11**

#### **03.03.22 Public Forum**

The members of public primarily attended to discuss planning applications.

#### **04.03.22 County Councillor and District Councillor Reports**

**DC Mr. Mitchell** referred to Jubilee preparations that are now at the later stage of development and in Horsham, will mostly take place in Carfax on Jubilee Thursday and Friday. The aim is not to change any Saturday market trading plans. He is excited by the plans that will soon be publicised; and this may open with a searchlight display. Jubilee tree planting has taken place in Horsham Park. DC Mr. Mitchell is encouraging neighbourhoods to apply for street closures orders and this will not incur any cost – he is anticipating that street parties will take place on Jubilee Sunday. DC Dr. Skipp reiterated the Council's aim to ensure this is a memorable weekend. There are small grants available to Parish and Neighbourhood Councils for Jubilee community celebrations.

**UKRAINE** – HDC organised a vigil for Ukraine in Carfax where the Ukrainian flag is currently being flown. The flag will be transferred to Park House later and it is noted that The Capital Theatre is now alight with Ukrainian colours.

**PUBLIC REALM** – DC Mr. Mitchell updated Councillors on works that are being carried out under the Public Realm programme. He explained that proposals are being carried forward when grants are available (he referred to the fact that Central Government has changed policy and is tending towards announcing specific grants). It has been decided to concentrate on areas and the first stage is re-laying of tiles in West Walk, The Forum. Replacement tiles will run along from Costa Coffee alley to the corner (Blacks and TK Maxx) and will involve some slight changes to the pedestrian crossing. He then referred to upgrading around The Lynd Cross, specifically the central point where there is currently interim tree planting.

Once again NC Councillors raised the question of improvements to Queen Street (improvements are subject to grant funding but it is acknowledged that this is an area that needs to become more user friendly and attractive). If and when a grant is available, DC Mr. Mitchell could see no reason why this Council could not be involved at the initial plan stage.

Relating again to Queensway/Queens Street, CC Mr. Milne said that suggestions being put forward might “clash” with CPZ review and it is important that these discussions run in tandem. He is currently collating “early bird” ideas.

**CC Dr. Dennis** advised that within the new Highways programme, New Street is scheduled for carriageway surface dressing within 3-5 years.

Continuing the topic of carriageway repairs, Councillors referred to the state of the road surfaces in St. Leonard’s Road and Comptons Lane, both roads are the subject of many complaints. Dr. Dennis reported the Highways Inspector has now carried out a site visit and as at 15<sup>th</sup> March, did not identify any serious issues (the potholes have to be a certain size). The pothole close to 56 Comptons Lane will be repaired under the 28-day performance measure.

Forest Neighbourhood Councillors continued to ask that Dr. Dennis raises the road condition, especially in St. Leonard’s Road with the Authorities.

C Dr. Dennis said that WSCC has referred reports of glass particles in verges to HDC Street Cleaning services.

### **CPZ REVIEW**

There continues to be some confusion as to where this Review is currently positioned. It is at the **informal consultation stage** and FNC has been invited to put forward comments before the Review becomes a formal consultation. The formal consultation will mean that residents who will be affected, will be directly consulted. For any changes to be made, there will have to be a high level of support. At this time, CC Mr. Milne is collating “early bird” ideas that include Station Road where obstructive parking has been highlighted.

CC Dr. Dennis reiterated that this is a revenue neutral review and WSCC aim is to try to solve problems.

DC Mr. J. Olson referred to his involvement with Planning and Development Advisory Group (PDAG) and was pleased to advise that HDC Cabinet has approved a good target 3 year carbon reduction plan.

DC Mr. Olson is liaising with Friends of Ayshe Court regarding a diseased Ash Tree in the lakes vicinity.

CC Mr. Milne referred to the County trial for recycling furniture. At HDC level, this is something that cannot be taken forward due to financial costs but currently these are being met by WSCC.

Recycling food waste is to become compulsory. CC Mr Milne said that trials have worked well and that a new processing plant is to be installed in Warnham. There will be 1/2/3 collections – every week food waste collection, every second week, blue and brown bin collection and every third week, household collection. When questioned about a three-week household collection, CC Mr. Milne referred to facts that show that a large percentage of household waste is actually waste food.

Fire Service – there are significant changes to how the Fire Service is being operated and this includes the recruitment of an additional 15 fire fighters. Rotas are being changed to ensure there is more weekend coverage and there is a new Centre near Reigate that will collate calls from West and East Sussex and Surrey.

### 05.03.22 Planning

It is noted that DC/21/255 application to erect a detached 2 bay garage in front of the building line, has been approved by HDC.

21/2171	Unit E Foundry Close	Sub-division of warehouse to form 2no separate units.	No Objection
22/0395	21 Barrington Road	single storey rear extension.	n/o
22/0467	80 Comptons Lane	Demolish & erect single storey rear extn, convert loft to living space.	n/o
22/0458	10 Oxford Road	Erection of a single storey rear extension	n/o
22/0444	105 Bennetts Road	Erect single storey cycle store, alter existing flat roofs, and alter the existing roof with rooflights and instal rear facing dormer.	n/o

### 06.03.22 Treasurer's Report

Current Account £6,232.76, Reserve Account £1,286.31. The Clerk's honorarium and expenses have been paid for March. It is agreed that Zurich Insurance renewal notice will be paid. If councillors had any expenses, they were asked to submit these asap and before the end of the financial year.

### 07.03.22 Code of Conduct

Further paperwork that has been prepared by HDC in conjunction with Denne and Trafalgar NCs had previously been circulated. Neighbourhood Councillors agreed that there should be a formal Code of Conduct available for inspection.

**Resolved that the 3 NCs should adopt the Policy that incorporate changes that are specific to Neighbourhood Councils**

### 08.03.22 Arrangements for return to Salvation Army Hall from 11<sup>th</sup> April onwards

It is confirmed that Neighbourhood Councils will meet at the Hall from April onwards – initially on a trial basis. Regrettably it is not feasible to run hybrid meetings (Zoom).

### 09.03.22 "20 is Plenty"

There is a National Campaign and Mr. Olson is actively involved at the West Sussex and local level. Prior to the Meeting, the Campaign Group known as "20's Plenty For Us" paperwork was distributed that added to its list of perceived benefits of having a wider area 20 mph limit. Mr. Olson referred to case studies and also the fact that Chichester Town has passed a motion for a 20 mph speed limit.

Mr. Olson is in contact with DC Mr. Martin Boffey (previously Chairman at Trafalgar NC) who is also keen to raise awareness at the local level. A draft Motion has been prepared for the 3 Horsham Neighbourhood Councils to take forward – quoting

- air quality
- Improved road safety
- Encouraging active travel

One Neighbourhood Councillor raised the issue of how this can be enforced and whether there is a need to reduce the speed limit from 30 mph. The member of public commented that since taking ownership of an electric car, she has realised that because the engine is so quiet, pedestrians cannot take account of car noise.

**Resolved “20 is Plenty For Us” will be an April Agenda Item to look at all implications.**

#### **10.03.22 Behaviour Issues in and around New Street**

It is agreed that our Neighbourhood Wardens will be asked to regularly patrol this area at specific times during The School Day.

#### **11.03.22 Reports from Representatives on Outside Bodies**

**Speedwatch** – Mr. Sitton advised that Speedwatch is now live throughout all West Sussex. Speedwatch is able to report incidents such as untaxed/non-MOT vehicles, people using telephones or eating whilst travelling as well as speeding. Incidents can trigger a formal letter, visit or visit explain what will happen to the motorist. Speedwatch volunteers are covered under Section 5 of The Public Order Act 1986.

**Quarterly Meeting** – The minutes had been circulated. The subject of Section 106 monies was raised at this meeting and Mrs. Sumpter advised there is to be a separate meeting with HDC that will look at allocations. She will ask whether Neighbourhood Councils can have input into Highways allocations and is specifically interested in work that could be carried out in Queen Street (laybys?). Separately Mr. Puckle referred to his walk relating to the HGV route and is especially concerned at lack of signage (including some that are legally required) in the Brighton Road dip that is the crossover route to the Riverside Walk. He suggests there should be some form of marking, say a different coloured stretch, to highlight possible pedestrians crossing the road. This problem has been raised in the past and the comment was made that all that it resulted in FNC paying for a pedestrian aware sign to be erected in the Walk.

**Resolved that Mrs. Sumpter will raise these issues.**

#### **12.03.22 Correspondence**

**Queen’s Green Canopy** – FNC will ask for an Oak Tree is planted in Bennetts Field.

**Queensway** - Mariusz Wierzbicki, HDC Parking Supervisor responded to various comments about Queensway parking. One of the difficulties is that the yellow lines have faded so that it is not always within the law to issue parking tickets.

**Children and Young People’s Plan** – The survey, where applicable to Forest Neighbourhood Council, has been completed.

**Proposed New Constituency Boundaries** – this does not affect the boundaries in Forest Neighbourhood;

NHS Consulting on Health Services accessed in Crawley.

Denne and Trafalgar Minutes

#### **WSCC Town and Parish News**

*The latest News includes some relevant information*

- *Consultation Strategy for Education and Skills*
- *Ukraine Online Portal for registering interest in refugee scheme*
- *Bus User Forum – request for volunteers to join this group*

Neighbourhood Alerts

Horsham Market Survey – there was an option to complete this survey.

Public Consultation – Southwater Infrastructure Delivery Plan

**Highways Transport and Planning** – Members Newsletter including list of proposed carriage works within next 5 years.

**ERTA NOTIFICATION** – English Regional Transport Association Meeting in Unitarian Church Hall on 26<sup>th</sup> March 2022 – this relates to a national initiative to reintroduce rail lines and in this case, is the Shoreham-Horsham route.

Horsham Older Peoples Forum are arranging a QUESTION TIME – Mr. Andrew Griffiths, MP will hold a Zoom/Lavinia House Question Time on 1<sup>st</sup> April.

Quarterly Meeting Notes \*see reference to Section106 monies under 11.03.22

**13.03.22 Any Other Business**

Mrs. Sumpter advised she and the other 2 NC chairs will be attending a meeting on 24<sup>th</sup> March with DC Mr. Roger Noel – HDC Cabinet Member for Culture and Leisure to discuss aspects of his portfolio such as museums, the Capitol Theatre and Leisure Centres.

Mr. Sitton referred to safety hazards in Doomsday Lane and is proposing that some form of barrier is erected along the road.

**Resolved to refer this to CC Mr. Jay Mercer and add as an April Agenda item.**

Mrs Sumpter pointed out that the “special charge” item on the council tax bill had now been changed to “Horsham Town Special Item”.

**The Meeting closed at 9.30 p.m.**