

North Horsham County Local Committee

24 June 2013 – At a meeting of the Committee at 7.00pm held at County Hall North, Chartway, Horsham.

Present: Mr Catchpole, Dr Dennis, Mrs Jupp, Mrs Millson, Mr Rae, Mr Sheldon and Mr Watson OBE (Chairman).

Apologies: Mr Hodgson.

Election of Chairman

1. Mr Watson was elected Chairman and Mr Catchpole was elected Vice-Chairman of the North Horsham County Local Committee for the 2013/14 municipal year.

Welcome and Introductions

2. The Chairman invited members of the Committee to introduce themselves, welcoming Jim Rae, the new County Council member for Roffey and welcomed all to the meeting. The Chairman then congratulated North Heath Primary School, Kingslea Primary School, St Robert Southwell Catholic Primary School and Castlewood Primary School for achieving 'good' school ratings in recent Ofsted reports.

Declarations of Interest

3. Mr Catchpole declared a personal and prejudicial interest regarding item 15 and the application for Community Initiative Funding from the Holbrook Community Centre (77/NH) as a trustee of the centre; and a personal interest regarding the application from the Samaritans of Horsham & Crawley (81/NH) as his daughter volunteered for the organisation.

4. Mr Sheldon declared a personal interest regarding items 9 and 15 regarding applications for a Prevention and Wellbeing Grant and Community Initiative Funding from Age UK Horsham District (Ref: BB003)/(70/NH) as his organisation Horsham Matters had a good working relationship with the organisation and was assisting them with other grant applications. Mr Sheldon also declared a personal interest regarding item 16 Appointment of Authority School Governors as he knew one of the proposed governors very well.

Minutes

5. Resolved - That the minutes of the North Horsham County Local Committee (CLC) meeting held on 11 March 2013 be approved as a correct record and that they be signed by the Chairman.

Urgent Matters

6. The Chairman informed the meeting that since the agenda papers were despatched he had become aware that there were a further 3 proposed governor appointments and 2 proposed governor re-appointments which had not been included in the report due to pre agenda meeting deadlines. The Chairman had

asked that they be included and therefore these would be considered under item 16 Appointment of Authority School Governors, to ensure that they would be in post as soon as possible.

Terms of Reference

7. The Chairman invited the Committee to note the County Local Committee's (CLC's) Terms of Reference (copy attached to the signed minutes) highlighting the CLC's executive functions, referred powers and the Councillor Call for Action function.

8. Resolved – The Committee noted its terms of reference.

Progress Statement

9. The Committee noted a report which provided updates on matters arising from previous meetings of the CLC (copy attached to the signed minutes). The following points were discussed:

- The Chairman informed the meeting that the East Street Public Inquiry had taken place and had lasted for one day. The results would be reported to the next meeting and the CLC would make a decision on any resulting actions.
- Mr Catchpole thanked Pieter Montyn, the Cabinet Member for Highways and Transport for his response to the Chairman's letter (copy attached to the signed minutes). Mr Catchpole also thanked Miles Davy, CPZ Lead Professional, for the informal session prior to the meeting for residents in the Holbrook area to comment on concerns which had been noted. *Mr Davy informed the CLC that there would be an informal consultation in July on proposals which would be reported back to a future meeting of the CLC.*
- The Chairman of Nuthurst Parish Council reported that the list of companies who could provide the pattern for finger post direction signs had not been received by the parish clerk. *The Democratic Services Officer undertook to send this directly to the Nuthurst Parish Council clerk.*
- Regarding the Active Communities Fund, George Chisenga, Senior Manager Community Economic Development, informed the meeting that there was £1.25m worth of funding for parishes to apply for flood prevention works, as part of Operation Watershed. A number of applications had been received from parish council's and residents groups and the County Council could arrange for technical assistance for groups who wished to submit an application.
- Regarding the petition that had been submitted at the last meeting from residents in Swann Way, Mr Chisenga highlighted that Saxon Weald had indicated that they may be able to contribute financially to create hard parking areas in Swann Way and that engineers were working on cost estimates. Mr Sheldon commented that he believed there was still a way to go with these discussions and that Saxon Weald would not have the funds to cover the whole cost of the scheme. The scheme would be something which would need to be included on the CLC's community issues list.

Community Policing Update

10. The Chairman welcomed Sergeant Iain Macnab, the Horsham Neighbourhood Policing Team Sergeant, to the meeting. Sergeant Macnab reported on local issues and initiatives (copy attached to the signed minutes).

11. The Chairman commented that there were three PCSO's in Horsham town but one PCSO over a large area south of Horsham and asked if this could be looked at. *Sergeant Macnab responded that the PCSO's were in a pool so that they could cover a wider area and therefore there were four points of contact rather than one. The PCSO resource could then be focused where needed.* In addition, Mr Catchpole commented that PCSO contribution at neighbourhood meetings to address low level issues had been useful and wanted to ensure that this could continue. *Sergeant Macnab informed members that there were three operational sergeants who were aware of the issues PCSO's were involved in and therefore could step in if a PCSO was not available.*

12. The Chairman thanked Sergeant Macnab for his report.

Prevention & Wellbeing Grants 2013/14

13. The Chairman introduced the report by the Director of Public Health (copy attached to the signed minutes) highlighting that the number of applications did not total the amount the CLC had to distribute.

14. Members discussed the applications in turn and agreed that Peters House should be encouraged to complete their application more thoroughly if they were to submit a further application in the future. Having been asked what any remaining money would be used for, Geoff State from Public Health informed members that this was still being looked at. Remaining funds from last year had funded a winter payments programme, which in Horsham had been used by a local charity to provide additional Christmas meals. This would not be replicated exactly this year and one option which was being considered was providing events at the weekends.

15. Resolved – That the following applications were approved:

- Alzheimers Society West Sussex (Ref: BB002) - £1,000.00
- Cruse West Sussex Area (Ref: DR030) - £465.00
- Headway-Bognor (Ref: TL008) - £384.61
- Horsham Age UK Horsham District - Visiting Scheme (Ref: BB003) - £5,000.00
- In Safe & Caring Hands Limited (BB0017) - £500.00
- Lifecentre (DN16 N&S) - £250.00
- PBC Foundation (Ref: TL048) - £48.24
- Peters House Project (HIV Stay Healthy) (Ref: BB0020) - £1,000.00
- SASBAH (Ref: TB05) - £250.00
- West Sussex Angling Academy (Ref: BB0015) - £1,000.00

Horsham Controlled Parking Zone (CPZ) Review

16. The Chairman invited Miles Davy, CPZ Lead Professional, to update members on the informal consultation with residents outside the current CPZ, as well as those from within the current CPZ, and the initial review of consultation responses. Mr Davy highlighted that this was separate to the review in Holbrook, which Mr Catchpole had referred to earlier, and that he would share a copy of the consultation summary report with members via email after the meeting.

17. Mr Davy informed members that over 5000 letters had been sent to residents within the current CPZ area and there had been a 29% response rate. From these responses, 62% were satisfied with the current days and hours of operation, 48% did not want the scheme to operate on a Sunday and 64% wanted there to be no alternative restrictions in their road. The data had been broken down into specific zones so these would be shared with the relevant local members. Outside of the current CPZ area over 4000 letters had been sent out and there had been a 37% response rate to the consultation. Of these responses, 55% stated they did not experience parking problems and 61% did not want the proposals to be progressed in their road. Residents in 21 roads did indicate that there was a problem and did want proposals to be progressed. The relevant local members would be consulted on which roads these were. The next step would be for Mr Davy to liaise with local members and for the results to be published on the website once the draft report had been checked. There was potential to progress this over the summer with design work which would be ready for discussion by the CLC in December 2013.

18. Dr Dennis highlighted that since the consultation had taken place, Horsham District Council had started charging in the evening in their town centre car parks. *Mr Davy responded that the data suggested that some residents had made comments regarding evening parking and there would be scope to incorporate this however, he wished to discuss this with individual members.*

19. The Chairman thanked Mr Davy for his report.

Billingshurst Parking Review

20. The Committee considered a report by the Director of Communities Commissioning and Service Manager Transport Commissioning & Countryside Management (copy attached to the signed minutes). Miles Davy, CPZ Lead Professional introduced the report and highlighted that the proposal was in two parts; the possible introduction of residents' parking in the Billingshurst Railway Station area and double/single yellow line restrictions in a number of other roads. An informal consultation of residents in the area had generated a 34% response rate, the results of which had been summarised in Appendix B. Appendix C addressed as many concerns highlighted as possible and suggested any revisions to the proposals. As an example, members were informed that there could be potential to use signage at the entrance to cul de sacs ('Residents Only Beyond This Point' sign) rather than yellow/white lines on the road. Parking issues for commuters had also been considered; the station had 80 car parking spaces and there were no other alternatives, therefore pay and display in Daux Road could be considered. Comments had been made suggesting that the County Council or District Council could purchase pockets of land to provide additional parking for commuters however this could not be considered as part of these proposals. In conclusion, members were asked to consider recommendation one for approval which would be subject to a formal consultation over a three week period later in the summer.

21. Mrs Jupp, as the local member, thanked Mr Davy for the work that had been done and stated that she had attended the consultation events which had been well received. Regarding the purchasing of land, Mrs Jupp informed the meeting that she was working with the District Council to try and get parking provision provided in the station area. The Chairman asked if the 'Residents Only Beyond This Point' signs could be used for cul de sacs in the Holbrook area. *Mr Davy responded that*

this was a new sign which had been permitted by the Department of Transport and as yet he was not aware that any authorities had used it to any great degree, and did not think it appropriate to consider the Holbrook area for residential controls at this time.

22. Resolved – That the North Horsham CLC authorise the Head of Law and Governance to formally advertise modified proposals, as described by Option 1, and subject to there being no objections after a formal advertisement, bring the Traffic Regulation Order into operation.

Parkside Mews, Horsham – Traffic Regulation Order Proposal

23. The Committee considered a report by the Director of Service Operations and Head of Highways and Transport (copy attached to the signed minutes). George Chisenga, Senior Manager Community Economic Development, introduced the report highlighting that there had been a three week consultation period where two objections from members of the public had been received. The details of the objections and officer responses were detailed in Appendix A. Parkside Mews was a narrow street and there had been issues of restricted or no access for emergency vehicles due to parked cars.

24. Dr Dennis, the local member, reiterated that this was a narrow cul de sac close to Horsham station which was a free for all for non-residents to park which had caused a refuse collection issues. It was not fair that the shortage of parking in Hurst Road should impact on the residents of Parkside Mews. Mr Sheldon stated that the residents had made their case to the CLC and that the flats had suffered a rat infestation due the irregular refuse collections. The Chairman concluded the discussion by stating his pleasure that this TRO could be provided before the CPZ.

25. Resolved – That the North Horsham CLC having considered the objections raised and officer response, give consent for the Head of Law and Governance to implement and seal the TRO as advertised.

Local Sustainable Transport Fund (LSTF) – Horsham Cycle Route Options

26. The Committee considered a report by the Director of Communities Commissioning and Service Manager Transport (copy attached to the signed minutes). Bob Mander, LSTF Programme Manager Communities and Infrastructure, introduced the report highlighting that the money available for this scheme had been allocated from the Department of Transport as part of the Local Sustainable Transport Fund. Design consultants Halcrow had been working on the designs. Initially the favoured route had been along Guildford Road however, another option had come forward as it had been suggested that the route on Guildford Road would be more for commuters and experienced cyclists and that another route could potentially encourage more families to cycle more. A further option would be to use any remaining funding on small scale works existing cycle paths.

27. Key points from the discussion included:
- Mr Sheldon stated that he wanted the CLC to look at these proposals and therefore had asked for it to be placed on the agenda. In an ideal world, with unlimited resources there would be a route along Guildford Road with an alternative to encourage new cyclists and link up with new developments. In his view a plan for Guildford Road should be continued and that the money

be used to provide links to the town centre where they are currently missing and provide a comprehensive route. There was also the opportunity to link cycle routes up. *Mr Mander suggested that Halcrow could design the Guildford Road route which could be funded in the future by bidding for money at a later stage.*

- Dr Dennis highlighted that he had several questions/concerns. He was concerned where the cycle route would be on Guildford Road as it was more important for those living on the northern side to have access to it as there was a route east from the town centre; there were issues with the subway under the railway and that Barrington Road was a one way street therefore Burford Road should be used instead.
- Mrs Millson commented that Dr Dennis had addressed her concerns and stated that she believed cyclists were being discouraged from using the subway. She had extreme concerns about Barrington Road and this was solidly parked and one and supported the suggestion that Burford Road be used for southbound cyclists. Mrs Millson concluded with concerns that there were parking issues on Depot Road and that the route doesn't go to Comptons Lane.
- Mr Rae commented that the area around the Tesco superstore was to be redeveloped and therefore there needed to be a conversation with Horsham District Council as the route through the site would not be correct. *Mr Mander responded that any cycle route in that area would be low cost and a temporary arrangement.*
- Mr Mander informed the committee that the aim was to have a detailed design in September 2013 for construction in 2014/15.
- The Chairman invited a representative from the Denne Neighbourhood Council to present their views on the proposals. They favoured the alternative route using quieter roads to the south of Guildford Road as they felt this would safeguard families and believed that a two way route on Guildford Road between Merryfield Drive and Blackbridge Lane would impede traffic.
- The Chairman also invited the Horsham & District Cycle Forum to address the committee. The Forum favoured a route where a real difference could be made. There were three options – the town centre; the Tesco superstore site, if a right of way could be secured and Guildford Road. The Forum recognised that a good job on Guildford Road would be expensive but it was their preferred route although they did not want to lose sight of town centre works. The Forum could see the benefits of the second route however, they did not want to see the money spent thinly as it had to make it better to cycle rather than just get cyclists off the road.
- Mr Sheldon proposed that the CLC support the design and build of option 2 and the design of option 1 so that it would be ready if future funding became available. Mr Sheldon did recognise that this would dis-benefit Dr Dennis's residents who live north of Guildford Road.
- It was suggested that some mathematic modelling could be done on the two routes to see which would make the biggest difference. *Mr Mander responded that the whole idea of the scheme was to promote sustainable transport and that he did not have any predicted usage figures available.*
- Mrs Millson suggested that both options be considered further and that with further details members could make a decision at the next CLC meeting. *Mr Mander stated that the intention was to get a steer on the proposal at this meeting.* Mrs Millson suggested that option 2 should be drawn up as it was important to deliver something that people would use.

- Mrs Jupp commented that there was £285,000 available to spend and that Guildford Road was the obvious choice and if developments in the area were to go ahead then the developer would be required to provide funding for cycle access. She asked how much both schemes would cost. *Mr Mander stated that officers wanted to look at the higher level at this meeting but all costings would be included in the detailed design at which point consideration on what would be feasible would be assessed.*
- Mr Sheldon concluded that without being able to point to hard evidence, there was more change that people would want to use option 2 and that it was important to get people to use the cycle routes available.

28. Resolved – That the North Horsham Council Local Committee favoured option 2 to use quiet roads and existing cycle paths to the south of Guildford Road. This could follow Hills farm Lane, Blackbridge Lane, Tanbridge Park, Worthing Road, Mill Bay Lane through to Blackhorse Way and South Street. As part of this option, the Consultant will consider low cost improvements along Guildford Road in option 1 and propose long term improvements to be considered at a later date if funds became available.

Dr Dennis did not support this resolution.

Talk with Us (Open Forum)

29. The Chairman invited general questions/comments from members of the public present at the meeting.

30. A parish councillor from Lower Beeding asked if the County Council could review speed limits for the Lower Beeding triangle of roads (Sandygate Lane, Leechpond Hill and A281) and also the road through the village centre as there were concerns for children crossing a 40mph speed limit road to get to the preschool. There were a range of speed limits from 40-60mph and it was asked if there could be 30mph throughout the triangle. *Mr Chisenga informed the meeting that there were two options; the first was for the road safety unit to look at casualty data although the last survey in 2010 from Horsham to Mannings Heath had not indicated a need for a speed reduction. The second option was for local members to include this as one of their priorities for a potential TRO and if the local member supported it the scheme would be reviewed by the County Council's traffic engineers.* The CLC was informed that the parish council had the support of MPs Nicholas Soames and Francis Maude and had started a petition. Members agreed that this should be taken forward and assessed against other priorities. It was commented that the parish council could use a speed indicator device (SID) to do their own speed survey which would be a great opportunity for the local community to take action.

31. A representative from a local residents group informed the CLC of their serious concerns of the highway impact of a potential Tesco development on the Sliverwok site on the junction of the A281, main Brighton Road into Horsham and St Leonards Road (copy of statement attached to signed minutes). Mrs Millson commented that she had tried to convince the highways department that there was a highway issue with this potential development however; there were difficulties as the site did have permitted development rights unless Tesco decided to alter the access which would require planning permission. Horsham District Council (HDC)

had deferred a decision on various applications which had been made by Tesco. *Mr Chisenga informed the CLC that highways could only comment if Tesco made an application to change the entrance to the site, Alex Jack, Highway Manager at the County Council had been in close discussions with HDC over this development but had no tools to stop the development as the site had permitted development rights.* Mr Rae informed the CLC that the planning committee at HDC had asked Tesco to supply a delivery plan so that an informed decision could be made. Representatives from the Horsham & District Cycle Forum also highlighted the access to the site for cyclist not just deliveries. Members agreed that the Chairman would write to Alex Jack to ask that he take these representations into consideration when providing any comments, to give a robust response, on behalf of the County Council, to Horsham District Council as part of their planning considerations.

32. The Chairman of Nuthurst Parish Council highlighted that the County Council had agreed to look into the refurbishment of Church Lane, Mannings Heath however to date the Parish Council had not been advised of progress. *The Chairman advised that this would be looked into.* The Chairman of Nuthurst Parish Council also enquired about pothole depths and the time taken to repair them, as there were some that were extremely dangerous, she also enquired whether officers were checking pothole repairs as the edging did not seem to be tied in to the current road surface. *Mrs Millson informed the CLC that she was due to sit on Task and Finish Group to look at the detail of deteriorating highways on A and B roads to make recommendations to the Cabinet Member for Highways and Transport on how funding should be used to improve the network and that she would mention these comments at the next meeting.* In addition, representatives from the Horsham & District Cycle Forum asked if Mrs Millson could raise the issue of how cycle lanes are dealt with when roads are resurfaced as the chippings tend to be left in the cycle lanes. *Mrs Millson undertook to raise this at the next meeting of the Task and Finish Group.*

33. The Chairman of Warnham Parish Council sought clarification why the TRO for a speed limit on Broadbridge Heath Road was dropped from the TRO schedule following the review at the last meeting as this had been a priority for the parish council and they had not been consulted. Mr Sheldon mentioned that he thought that this could have been combined with another TRO. The Chairman concluded that this would be checked and the Chairman of the Parish Council informed after the meeting. In addition, it was asked what progress on the alterations and re-alignment of FP 1577 and the potential to create a cycleway from Warnham to Horsham had been made. As with the previous question, the Chairman concluded that this would be checked and the Chairman of the Parish Council informed after the meeting.

34. Resolved – That the above issues are noted and that progress will be reported to the next meeting of the Committee as appropriate.

Community Initiative Funding (CIF)

35. The Committee considered a report by the Head of Legal and Democratic Services, which sought decisions on applications received under the CIF scheme (copy attached to the signed minutes).

36. As Mr Catchpole had declared a personal and prejudicial interest regarding application 77/NH Holbrook Community Centre, the Chairman asked him to leave the room whilst the application was discussed.

Mr Catchpole left the room.

37. Members discussed the application and decided the application should be granted.

38. Resolved – that the application **77/NH** Holbrook Community Centre, £3960, towards a kitchen refurbishment be approved.

Mr Catchpole returned to the room.

39. Members discussed the remaining applications.

40. Resolved – that the following applications and amounts be approved: -

- **39/NH** Billingshurst Community Partnership, £500, towards marquee hire for Billifest event.
- **70/NH** Age UK Horsham District, £1612, towards a re-launch of The Arun Magazine.
- **76/NH** Billingshurst Community Partnership, £614, towards publishing 'Hidden Paths of Billingshurst' leaflet.
- **81/NH** Samaritans of Horsham & Crawley, £2500, towards promotional equipment for Samaritans Awareness Week.

Appointment of Authority School Governors

41. The Committee considered a report by Head of Learning, which set out proposed nominations to school governing bodies and the criteria for their appointments and re-appointments (copy attached to the signed minutes).

42. Resolved – That the North Horsham County Local Committee make the following appointments and reappointments:

Appointment:

- Mrs D. Baker to Littlehaven Infant School for a 4 year term.
- Mr D. Bouskill to Trafalgar Community Infant School for a 4 year term.
- Mr S. Keates to the Weald School for a 4 year term.
- Mr R.T. Landeryou to Rudgwick Primary School for a 4 year term.
- Mrs J. Giffin to Rusper Primary School for a 4 year term.
- Ms. C. Carroll to Rusper Primary for a 4 year term.
- Mrs S.E. Bailey to Slinfold Primary School for a 4 year term.
- Mrs M. Page to Castlewood School for a 4 year term.

Re-appointment:

- Mrs C.L. Hook to Holy Trinity C.E. Primary for a 4 year term.
- Mr P. Gresham to Millais School for a 4 year term.
- Mrs J. Mizzi to St Robert Southwell C. School for a 4 year term.
- Mr W. Hellawell to Northolmes Junior School for a 4 year term.
- Mrs A. Lerche to The Weald School for a 4 year term.

Dates of Future Meetings

43. It was noted that the Committee's next meeting will be held on 23 September 2013 at 7.00pm in the Main Conference Room, County Hall North, Horsham.

The meeting ended at 9.17 p.m.

Chairman