

**NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
THURSDAY 24<sup>TH</sup> AUGUST 2017 AT 7.30pm  
AT ROFFEY MILLENNIUM HALL**

**CLERK'S REPORT TO BE READ IN CONJUNCTION WITH THE AGENDA**

**1. Public Forum**

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier

**3. Declaration of Interests**

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be included in the Minutes.

Where a Member has a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

**5. Chairman's Announcements**

Two concrete bollards, as agreed by the Planning Committee, have been purchased and will be installed in the grass verge outside One Stop on Lambs Farm Road.

A response has been received from Tesco Estates regarding the Tesco Express on Redkiln Way. A Planning application (DC/17/1652) has been submitted with proposals to remove the car wash and provide additional car parking for customers. Upgraded pumps which deliver fuel faster and pay at pump options will be installed and a passing lane will be marked through the centre of the forecourt.

A resident has reported increased parking on the grass verge on North Heath Lane

outside the Café at the Coltfoot Drive shopping parade. The resident was advised to report this to West Sussex County Council and their County Councillor.

The Chairman of the Planning, Environment and Transport Committee and the Clerk met with County Councillor Andrew Baldwin to further explore the possibility of erecting bollards on the left hand side of Fitzalan Road as it curves right into Godwin Way. The main concern is that cars parked on this area often block the pavement and force those in wheelchairs or those using pushchairs to walk in the road. Cllr Baldwin observed that it was a sporadic issue and would most likely be considered by West Sussex County Council as low priority especially in the current economic climate. However, he went on to advise that should the Parish Council wish to progress this further, evidence of the problem, along with genuine concerns from members of the local community would be required.

## **6. Horsham Town Community Partnership (HTCP) Action Plan**

HTCP welcomes comments on their five year Action Plan which focuses on Horsham Park, Transport and Horsham Riverside Walk.

The Transport Plan promotes 'joined up' information regarding the bus timetables and routes offered by various bus companies operating within the Horsham area. For example, it is very difficult for people to ascertain which bus they can get, where and when, if a bus does not go directly to their preferred destination. HTCP would like to produce a London Underground type map of the various bus routes in Horsham and how they connect.

HTCP would also like to establish a proficiency test for disability buggy users. It is not compulsory in the UK to have insurance for scooters under a weight of 150kg and with an aging population the use of mobility scooters is likely to increase.

## **7. Great storm 1987**

Suggested project to commemorate 30 years since the Great Storm in October 2017. Verbal Report from Cllr D Searle.

## **8. Infrastructure Delivery Plan (IDP)**

List attached. Horsham District Council has requested that the Parish Council identifies infrastructure or services that are required to support the delivery of the Council's Horsham District Planning Framework and Neighbourhood Development Plans.

Projects listed are included in the North Horsham Parish Council Business Plan. The list will be considered by the Property Committees, Planning, Environment and Transport Committee and Finance Committee and put forward to the full Council in September 2017.

## **9. Development of former Novartis site, Parsonage Road/ Wimblehurst Road**

North Horsham Parish Council has been invited to send a representative to a meeting with the leader of West Sussex County Council in Chichester to discuss issues that

could arise for local residents when additional housing and the proposed science park is built. Whilst the site is in the parish, the focus of the meeting will be on Wimblehurst Road, which is not in the Parish, however, there is likely to be knock on effects to roads within North Horsham especially when traffic from the development north of the A264 uses North Heath Lane to access Horsham town.

## **10. Planning Appeals**

There were no Planning Appeals to 17<sup>th</sup> August 2017.

This list has been considered by the Property Committee and Planning, Environment and Transport Committee any amendments will be notified at the Finance Meeting.

**Infrastructure Schedule**

North Horsham Parish Council

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Purpose:- To identify the infrastructure or services that are required to support the delivery of the Council's Horsham District Planning Framework specifically in North Horsham. This could include infrastructure required to cope with capacity issues, co-location of services or upgrades to existing facilities. HDC encourages the Parish Council to engage with community groups in the area.

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Transport	To improve non-vehicular access across the A264 to link the development north of the A264 and beyond with the existing residential areas of North Horsham and Horsham town	A264	Report from Phil Jones Associates (to be attached) HDPF objective 3.12 "Opportunities for non car based transport...will be supported" Objective 11.4 – "Transport access and ease of movement is a key factor in the performance of the local economy" Policy SD9 'Transport Infrastructure development north of Horsham'.	West Sussex County Council	?	?	2020

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Community	Provision of a youth facility for those in Roffey – possibly using the WSCC Family Centre on Godwin Way.	Roffey	Area of deprivation. No existing facility. New development on Parsonage Road within walking distance of Roffey. Higher density, lower cost, housing. HDPF policy 42 “Positive measures which help create a socially inclusive and adaptable environment for a range of occupiers and users to meet their long term needs will be encouraged and supported. Particular account will be given to....The co-ordination of services to fulfil the needs of young people”	Possibly Parish Council in partnership with WSCC/ HDC?	?	?	2018

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Community	Opportunities to access internet facilities. To promote science, technology, engineering and mathematics and the growing digital creative industry.	North Horsham	HDC is running a Digital Inclusion programme. There is a greater need to access the internet in order to engage with services.	WSCC/ HDC/ Age UK/ Horsham Matters	?	?	Now and ongoing
Infrastructure	Upgrade to Roffey Centre	Fitzalan Road/ Crawley Road	There is potential for Roffey to provide a larger number of facilities. Could link with the growing digital creative industry in providing space for business that wish to move into the district also creating employment opportunities. HDPF Policy 7 3 “....encouraging provision of small units through development proposals.”	WSCC/HDC/ Parish Council	?	?	2027

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Transport	Review traffic calming measures on Crawley Road	Crawley Road	The traffic calming measures do not work properly. Cars park within the traffic calming and as there is room for two cars to pass, it is largely ignored unless there is a large bus or lorry.	WSCC	?	?	2020
Heritage	To provide an exhibition area to promote local heritage and a sense of place.	North Horsham	No existing facility. Could be an outreach of Horsham Museum to enable young people to engage with local heritage.	HDC/ Parish Council	?	?	2027
Transport	To improve transport links from Horsham Town Centre to North Horsham and North Heath Lane.	North Horsham / Horsham Town	Poor public transport links in Holbrook.	WSCC	?	?	2020

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Open spaces	Roffey Recreation Ground	Roffey Recreation Ground	Lack of security. Reduced public use because of existing sport.	HDC	?	?	2020
Open spaces	Manor Fields Recreation Ground	Manor Fields Recreation Ground	Existing facility old and in need of refurbishment	HDC	?	?	2017
Open spaces	Oak Tree Way Playground	Redkiln Way	Existing facility overgrown and in need of refurbishment	HDC	?	?	2017
Transport	Electric car charging points	Godwin Way Car Park	Increase in the production of and promotion of using electric cars. HDPF 10 – Policy 40. 4 “Includes opportunities for sustainable transport which reduce the need for major infrastructure and cut carbon emissions.”	WSCC/ HDC	?	?	2020
Transport	Improve parking for Littlehaven Rail Station.	Littlehaven Lane	Cars parked in nearby residential roads	WSCC	?	?	2020

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Community	Accessible health facilities	North Horsham	There will be a need for increased access to health facilities as the population increases and ages. HDPF Policy 42 Inclusive Communities.	WSCC/ GPs	?	?	2020
Open Space, Sport & Recreation	To provide outdoor Fitness Equipment	Amberley Road open space	To provide easily accessible equipment to encourage the increasing older population as well as younger people to keep fit. HDPF Policy 42 Inclusive Communities.	HDC/PC	£3,500	None	2018
Open Space, Sport & Recreation	To provide outdoor Fitness Equipment	Birches Road open space	To provide easily accessible equipment to encourage the increasing older population as well as younger people to keep fit. HDPF Policy 42 Inclusive Communities.	HDC/PC	£3,500	None	2018
Open Space, Sport & Recreation	Provide a new bench	Amberley Road open space	To enhance existing facilities for the elderly or those who have physical limitations. HDPF Policy 42 Inclusive Communities.	HDC/PC	£800	None	2018

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Open Space, Sport & Recreation	Enhance and extend boardwalks	Earles Meadow	To improve and extend the boardwalks so that they are more accessible and safer for users of all ages and those with physical limitations. Members of the public come from all over Horsham to use the facilities. HDPF Policy 42 Inclusive Communities.	HDC/PC	£13,000	None	2020
Community Halls and Buildings	Enhance and extend the toilet facilities	North Heath Hall	The venue is used by two Nursery Schools who have identified that the toilets and washrooms provided are not really suitable for young children particularly those with disabilities. With an increasing population locally and increasing free hours available there will be a greater demand for nursery places hence the facilities need to be upgraded to cope with this. HDPF Policy 42 Inclusive Communities.	HDC/PC	£20,000	None	2019

Infrastructure Type	Infrastructure Project	Location	Evidence	Delivered by	Cost	Existing Committed Funding	Delivery Timescale
Community Halls and Buildings	Enhance the kitchen facilities in rooms 15 and 16	North Heath Hall	These rooms are used almost exclusively by a nursery school who have identified that the kitchen facilities provided are minimal and cause safety concerns. With an increasing population locally and increasing free hours available there will be a greater demand for nursery places hence the facilities need to be upgraded to cope with this.	HDC/PC	£5,000 - £8,000	None	2019
Community Halls and Buildings (Money specifically for improvement of Roffey Millennium Hall)	Provision of air conditioning units in some rooms	Roffey Millennium Hall	There is additional need for facilities suitable for hire for the elderly and those with health issues. Some of our rooms which are hired out to Friendship Groups (60+), NCT, Bariatric exercise classes etc would benefit from having air conditioning. HDPF Policy 42 Inclusive Communities.	HDC/PC	£3,000	None	2018

To be returned to Horsham District Council by 8<sup>th</sup> September 2017

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