



**MINUTES OF THE ANNUAL MEETING OF ELECTORS  
OF THE PARISH OF NORTH HORSHAM  
HELD ON MONDAY 27<sup>th</sup> APRIL 2026 AT 7.00pm  
AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM**

The Annual Parish Meeting started at 7.00pm

**Present at the Meeting**

Members of the public : Two  
Parish Councillors : J. Davidson, G. Davidson-Fernandez, R. Knight, J. Gough,  
D. Searle, J. Smithurst, R. Turner and S. Wilton  
HDC Councillors : T. Bevis, M. Boffey & B. Walters  
Officers : Sarah Norman (Clerk to the Council) & Lisa Underwood  
(Deputy Clerk to the Council)  
WSCC Waste Prevention : Sophie Goodall-Smith  
4TheYouth : Sara Stevens & Kirsty Lindgren

**MINUTES**

**In the chair:** Cllr J Davidson - Chairman of North Horsham Parish Council.

1. **Welcome and Apologies**  
The Chairman welcomed everyone in attendance. Apologies had been received from NHPC Cllrs. D. Mahon & S. Torn.
2. **Chairman's Address**  
The Chairman presented the Annual Report of the Parish Council for 2025/26 which was available in hard copy and on the Parish Council website [www.northhorsham-pc.gov.uk](http://www.northhorsham-pc.gov.uk).
3. **Minutes of the 2025 Annual Parish Meeting**  
The Minutes of the Annual Meeting of Electors of the Parish held on 28<sup>th</sup> April 2025 were signed by the Chairman as being a true record of the meeting.
4. **Guest Speaker: WSCC on waste prevention, reuse and recycling**  
Sophie Goodall-Smith gave a presentation which is attached to the Minutes as **Appendix 1** and the following points were highlighted :
  - \* Over 55% of general black bin waste could be reduced, reused or recycled
  - \* The 44.4% food waste that makes up the average bin bag demonstrates how much difference food waste reduction and the now up and running food waste service could make
  - \* The anaerobic digestion of food waste creates biogas which provides energy for the processing facility and homes as well as a bio-fertiliser for use in agriculture and horticulture
  - \* There are plans for tours of the Mechanical Biological Treatment Facility (MBTF) at Warnham in 2027 but these are not currently taking place due to the recent changes to the plant to accommodate the separate processing of the food waste

- \* The tour of the Materials Recycling Facility (MRF) in Ford is highly recommended (see <https://www.westsussex.gov.uk/land-waste-and-housing/waste-and-recycling/recycling-and-waste-prevention/what-happens-to-your-waste/book-a-visit-to-ford-mrf/> for more information)
- \* It is now possible to buy compost produced from the green garden waste collections, from any of the recycling centres
- \* To support the ethos of Reduce/Reuse/Recycle everyone is encouraged to buy products made with recycled materials
- \* In addition to the usual plastic/card/glass/garden waste/food recycling the following free options are available; kerb side collections of small electricals, textiles & batteries (see Horsham District Council website for details and to book)
- \* There is also a chargeable, bookable bulky waste collection service and this guarantees that the service has a waste carrier license and that the waste is taken to a registered site
- \* If using a private waste collection service, always confirm that the necessary licenses are held as the waste producer (householder or business) has a legal Duty of Care

The Chairman then opened the floor for questions :

Q What should be done with shredded paper?

A It is correct that shredded paper cannot be placed in household recycling bins as it causes problems at the MRF. It can be given to people who have small pets i.e. hamsters/guinea pigs etc. for bedding, can be composted at homes (which it was stated can greatly improve the compost), or squashed into a cardboard box and taken to a recycling centre where it is sent directly to the paper mill.

Q What can be done with printer cartridges?

A A member of the public reported that these can be taken to Rymans who also offer a rewards incentive of £1 store credit for each cartridge. Some printer manufacturers, including Canon, offer a freepost envelope to post cartridges back. Some larger supermarkets and shops, including Tesco, collect printer cartridges for recycling.

Q What can be done with other packaging such as crisp packets?

A These are termed as "soft plastics" and when scrunched, expand back out. These include not only crisp packets but films on food trays, bread bags, carrier bags, bubble wrap and pet food pouches. Much of this type of soft plastic packaging can also be taken to supermarkets for recycling and needs to be clean and dry. These collections will need to go to a centre in Fyfe for processing. A kerb side recycling service is planned for this, but this will be in 2027 or later.

Q How can people find information about recycling?

A The WSCC website and West Sussex Recycles e-newsletter or the HDC website and app, which can also give residents details of their collection dates.

Q What are Assisted Collection criteria?

A This will vary between Districts and therefore contact should be made with HDC (<https://www.horsham.gov.uk/waste-recycling-and-bins/household-bin-collections/assisted-collections/>).

Q How successful is the Food Waste service proving to be?

A The results are very encouraging so far, with 27 tonnes collected on the first Friday of food collections in Horsham District. Furthermore, there has been a very low contamination rate.

Q Who owns the bins, including the food waste bins?

A Whilst these are provided by HDC, and residents are expected to leave them at the property when they move, this is not enforceable and the new occupier of the property would then have to buy the bins from HDC if they are taken away.

Q Can plastic be recycled indefinitely?

A While glass and aluminum can be recycled in perpetuity, after 6/7 rounds of recycling, the plastic material does degrade and it is therefore necessary to add some "virgin" product to make it viable.

#### 5. **Guest Speaker : 4TheYouth on their activities in the Parish with young people**

Sara Stevens & Kirsty Lindgren introduced themselves from 4TheYouth, the biggest youth charity in the area covering Horsham and the surrounding villages and towns.

The organisation was established in 2011 following changes to the youth provision services offered by WSCC, with the first base for the organisation being in the Forest Youth Wing at the Forest school site. Since then, the organisation has grown, taking on the old Boys Club at Hurst Road (now called the Horsham Youth Centre), which, while it is used to run sessions, also houses the staff.

They now offer a range of services and facilities including :

- \* Generic youth clubs at the Forest Youth Wing, Cowfold Youth Club, Holbrook Youth Club, Slinfold Youth Club, Broadbridge Heath Youth Club and Billingshurst Youth Club
- \* Working with schools with sessions in the school day
- \* Specific sessions for those with anxiety issues including workshops, martial arts
- \* 1 to 1 sessions
- \* Outreach in the community
- \* Working with Neighbourhood Wardens in the Neighbourhood Council areas
- \* Holidays through partnership with YHA

The funding received from North Horsham Parish Council has supported the running of the sessions held at the Holbrook Youth Club in School Lane. As a charity, funding is always being sought. Income is now being received through the hire of rooms at the Horsham Youth Centre including housing i-Rock (Horsham District), a support and advice hub for young people aged 14 to 25 through the NHS/CAMHS. The organisation was also delighted to received £20,000 from HDC's People's Budget in 2024. This funding was used to refurbish the pump track and to support band nights. There is also CIL Funding that can be used for the multi sports area.

The use of the car park at the Youth Centre in Hurst Road was promoted as the organisation receives income from the charges.

Other elements of their work include 1 to 1 sessions in schools, group work for young people all suffering with the same issues, supporting positive choices, and a Mobile Community Hub lent to them by HDC which provides a valuable way to interact and engage with young people.

The charity works in a multi-agency approach, supporting early intervention.

They now also offer holiday clubs and by working with the YHA funding, can provide at least one trip away a year at a very low cost.

There are obviously challenges. Funding is always being sought and more of the high-quality youth workers are required. The Holbrook Club is now regularly accommodating 45 local young people but has been as busy as 60. It has been really encouraging that some young members of the Holbrook Club, when reaching the maximum age of 13, are progressing to Youth Volunteers and remaining engaged with the club.

The Chairman then opened the floor for questions :

Q The organisation has grown, filling the void, but there are other groups working in the area - are there any connections?

A Yes - the local organisations meet bimonthly and look at ways of working together and collaboratively

The Chairman gave thanks to Sophie, Sara and Kirsty for the really informative presentations and for taking the time to address the Council.

## 6. **Questions from Electors**

The Chairman then opened the floor for any questions from the attendees.

Q In view of the formation of a Parish Council for Horsham Town and the local government reorganisation, to avoid Horsham losing its voice, would it not be time to have a single Parish Council to cover all of Horsham?

A It was commented that a combined Parish of Horsham Town and North Horsham would be extremely large. Certainly, with the formation of a Parish Council for the Town area, this is something that may be considered in the future and certainly an opportunity for the Parish Councils to work closely together.

The Community Governance Review that will go to consultation from May to June will be an opportunity for residents and Parish Councils to comment and make suggestions on any changes to, not only parish boundaries, but also the number of Councillor seats, ward boundaries and the allocation of seats across the wards.

The Clerk confirmed that the matter would be coming before NHPC at the Annual Meeting of the Council for a comment/response to the consultation to be agreed.

There being no other business, the Chairman thanked everyone for attending and closed the meeting at 7.55pm.

..... Signed .....Date

Unconfirmed

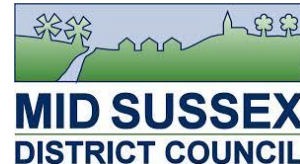
**Annual Parish Meeting  
for the residents of North Horsham  
27 April 2026**



**Waste prevention,  
reuse and recycling**



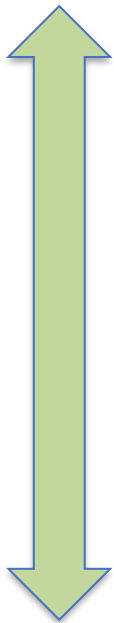
**Sophie Goodall-Smith, Waste Prevention team,  
West Sussex County Council**



# What are our West Sussex waste objectives?



Most desirable



Least desirable

Reduce/refuse

Reuse/refill/rent

Repurpose/repair

Rehome/rethink

Recycle

Recover

Dispose correctly

# What's in a typical Horsham rubbish bin?



Over 55%  
could have  
been  
**REDUCED,**  
**REUSED** or  
**RECYCLED**

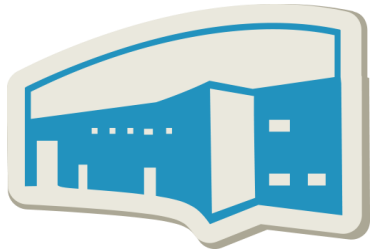
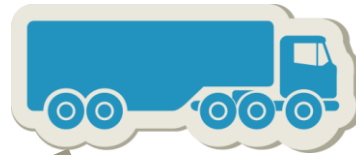
# Where does it all go? WSCC is responsible for disposal



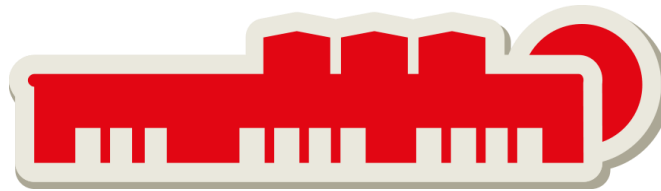
11 Recycling  
Centres



5 Transfer  
Stations



Materials  
Recycling  
Facility



Mechanical  
Biological Treatment  
Facility



2 Composting  
Sites



# What can be put in our home recycling bins?

## Paper, card, cartons (Tetra Pak)

Making recycled paper uses half the water used to make new paper and saves up to 75% of the energy.

## Plastic bottles, pots, tubs and trays

Plastic is made from oil, a non-renewable fossil fuel. Recycling plastic bottles, pots, margarine/ice cream tubs, cosmetic/laundry tubs, food trays, fruit and veg punnets and plastic packaging, saves energy and natural resources. **Keep lids on!**

## Toothpaste tubes & foil blister packs

Technology improves and markets change so we can recycle more items



# What can be put in our home recycling bins?

## Aluminium and steel cans, aerosols and aluminium foil

Aluminium is made from a mined mineral called bauxite. Recycling one aluminium can uses only 5% of the energy it takes to make a new one and saves raw materials. Put small foil pieces together to make a bigger ball.



foil



metal cans & aerosols

## Glass bottles and jars

Glass can be recycled over and over again. For every 1 tonne of glass recycled 1.2 tonnes of raw materials are saved. Recycling glass also uses considerably less water. **Lids off.**



glass bottles & jars

# Clean, Dry and Loose

- Keep recycling **CLEAN** by rinsing containers and tipping out water
- Recycling must be kept **DRY**. Your bin lid must close. No cardboard alongside your bin
- Recycling must be **LOOSE**
- Plastic bags cannot be recycled in your kerbside bin
- Do not 'Wish Recycle'
- Help us to reduce contamination



# Recycling (and Reuse) Centres

You can recycle much more at a Recycling Centre in West Sussex than you can at home. Check our website for more details.



[This Photo](#) by Unknown Author is licensed under [CC BY](#)

- A Book to Recycle scheme operates at all Recycling Centres
- Book online or by phone
- Can be booked up to 2 weeks in advance, and same day bookings are also available
- Proof of residency is required / Can make 5 trips per month
- **2 reuse centres** – Billingshurst and Worthing (no booking needed)
- **Paint reuse at all sites**

[Book to Recycle booking system - West Sussex County Council](#)

# Green waste collections by districts & boroughs

- All offer a Green/Garden Waste subscription service
- Costs vary and most are a fortnightly collection
- This reduces the need to visit RC as often

## ✓ YES please

- Plant prunings
- Grass cuttings
- Twigs and small branches (no larger than the width of your wrist)
- Old or used compost
- Leaves
- Weeds
- Flowers

## ✗ NO thanks

- Pet bedding or pet waste
- Plastic bags and liners
- Household rubbish
- Household recyclables
- Kitchen waste, including peelings and egg shells
- Stones and hardcore
- Soil

# Horsham District Council - extra recycling services:

- Kerbside collection of **small electricals**, bookable via website
- Kerbside collection of **textiles**, bookable via website
- Kerbside collection of **batteries**, fill a sandwich bag and seal, leave out on top of your rubbish bin on normal collection day
- Paid for **bulky waste collection** (for larger items) – see website for details



# Household food waste collections



# Fight Against Food Waste

Be a Smart Shopper

Freeze with Ease

Love Your Leftovers

Use apps like **Olio** to share surplus food and other items you don't want with local people or pick items up

Use or donate to **UK Harvest** community food hubs or food banks / community fridges



# Home composting

You need a mix and balance of different material types:

**50% greens**

**50% Browns**

**Air**

**Moisture**

**Warmth**

## Did you know?

Composting at home for just one year can save global warming gases equivalent to all the CO<sub>2</sub> your kettle produces annually, or your washing machine produces in three months.



# Repairing and sharing schemes

- **Horsham Repair Café** - last Saturday of every month, 10am to 2.30pm at the United Reformed Church as part of Sussex Green Hub. Book via website.  
<https://www.sussexgreenliving.org.uk/cafes-forums/horsham-repair-cafe/>
- **Share Haywards Heath** - local library of things, where you can borrow items instead of buying them. At 1st Lindfield Scout Hut on Eastern Road, RH16 2LP.  
<https://sharehh.lend-engine.com/>



# Other non-council recycling schemes:

- varies across the county
- Visit **Terracycle** website to find out what can be recycled and where
- **Supermarkets** for soft plastics recycling
- Schools/pupils can take part in **Recycle to Read**
- Many **retailers** now have **takeback schemes**



Access Council services  
whilst on the move!



# Thank you!



Thanks to you, last year we reused and recycled over

**200,000**

tonnes of waste!

[Click here to find out what happens when you #ThinkBeforeYouThrow](#)

## Any questions?