Horsham Blueprint Business Neighbourhood Forum *DRAFT No.2 - 19/05/2024*

Notes of Steering Group Meeting held on Monday 7th May 2024.

Held at the Millennium Hall, Roffey, Horsham.

Attendees : John Steele, Trudie Mitchell, Diane Sumpter, Ruth Fletcher, Morag Warrack, Francis Vernon, & Ron Bates.

Apologies were received from - John White, Sue Brundish, Andrew Cooke, Malcolm Gilbert, and Graham Sitton who has resigned from the Steering Group.

The discussion started at 7.30 pm

1.0 Welcome

1,1 - John Steele opened the meeting by welcoming everyone and confirmed the meeting will follow the agenda issued prior to the meeting.

2.0 Notes of Last Meeting.

2.1 - The notes of the meeting held on the 12th February 2024 were approved by all present, with no amendments.

3.0 Treasurer's Report

3.1 - Diane Sumpter reported that the Blueprint finances are in credit and will receive the £2000 grant from HDC.

4.0 HDC's Proposed Governance Process for handling CIL

4.1 - The members of the Steering Group had been issued prior to the meeting the draft HDC governance arrangements for the prioritisation, allocation and spend of the neighbourhood portion of the CIL for the unparished area of Horsham Town - April 2024.

4.2 - John Steele opened the discussion, saying that he felt the latest proposed Governance arrangements for CIL from HDC was overall good and adequate, with a representative from each

of the Neighbourhood Councils and two representatives from Blueprint and one Local Member, with the Local Member to be the chair of the panel.

4.3 - Trudie Mitchell asked who the 'Local Member' would be, will this person be a Liberal Democrat or a Conservative or will it be the ruling political party. Trudie Mitchell said her concern is, who will have the casting vote. It is understood that the Local Member is appointed by the Leader of the Council.

4.4 - Discussion took place about clause 2.7 which sets out that the HDC Director of Place who will make the final decision about the recommendation for spending CIL funds made by Horsham Blueprint. It was generally felt that the Director of Place should only intervene if there was anything untoward or not legal, and not to have a veto on any project. Some suggested words were - ''If the recommendation by the Panel is legal and possible then it should not be overruled by the Director of Place.''

4.5 - Trudie Mitchell asked how often the Panel should meet, if it was once a year then this may turn out to be the maximum number of meetings. Following discussion it was proposed that the members of the Panel should decide when the Panel needs to meet. but as a minimum the Panel should meet twice a year. It was agreed that John Steele will propose some redrafted words to cover this point.

4.6 - Discussion took place about 'match funding' for projects and that this should not need to be on a 50/50 basis, but could be in any percentage proportion, and does not necessarily need to be a financial contribution but could be resourced based.

4.7 - Discussion took place about the Grants Application Form which will go out to community groups for projects, and request any financial contribution the group can offer. This document will be for Blueprint together with the Neighbourhood Councils to issue and review subject to agreement with HDC.

4.8 - Discussion took place that an assessment of the available funds for the unparished area of Horsham to April 2024 could be in the region of £220,000 - but this will need to be checked with HDC to discover the exact funding available for projects.

4.9 - It was discussed that as Horsham Town has 4 areas - NHPC, Denne, Trafalgar and Forest, then some projects will need to consider a whole town approach.

4.10 - It was agreed that the project funding money would stay with HDC and that HDC would pay out money once payments were agreed, this should have the benefit of being VAT free.

4.11 - John Steele raised the recent Green Space Strategy put out by HDC and asked that if anyone wished to comment, then send the comments to John Steele and he will put all the comments together and issue them to HDC.

4.12 - John Steele explained that Rachel Noel representing the Business Improvement District (BID) will attend the next Blueprint meeting to give an update on their work with local traders in the town. It was thought that there may be a possible event before Christmas 2024 arranged with HDC.

4.13 - John Steele confirmed that he will pull together all the comments raised from the meetings discussions and send the comments on the revised Governance arrangements for CIL to Emma Parkes at HDC with a copy to all present at the meeting.

5.0 - Any Other Urgent Business

5.1 - There was none.

6.0 Date of Next Meeting

6.1 - The next Blueprint Steering Group meeting will take place on Tuesday 4th June 2024 starting at 7.30pm and held in the Amberley Room at the Millennium Hall, Roffey..

The meeting finished at 9.00pm