Horsham Blueprint Business Neighbourhood Forum *DRAFT No.4 - 21/06/2024*

Notes of Steering Group Meeting held on Tuesday 4th June 2024.

Held at the Millennium Hall, Roffey, Horsham.

1.00 - Attendees and Apologies

1.01 - Attendees : John Steele, Trudie Mitchell, Diane Sumpter, Morag Warrack, Francis Vernon, John White, Sue Brundish, Andrew Cooke, Malcolm Gilbert, & Ron Bates.

1.02 - Apologies were received from - Ruth Fletcher.

1.03 - Visitor : Rachel Noel.

The discussion started at 7.30 pm

1.04 - John Steele opened the meeting by welcoming everyone and introduced Rachel Noel representing Horsham BID. John Steele asked everyone to introduce themselves to Rachel Noel. John Steele invited Rachel Noel to update those present at the meeting on the work of Horsham Business Improvement District (BID)

2.00 - Rachel Noel talks about Horsham Business Improvement District (BID).

Rachel Noel explained that the vote in November 2023 by the businesses in Horsham town, which are in the delineated central area, approved the formation of a Business Improvement District.

The BID company will be named Horsham BID Limited, a company limited by guarantee. It is anticipated that the company will have an annual revenue in the region of £300.000, this money being raised from businesses in the form of a levy. Some businesses will pay as little as £180 per year.

A Business Plan has been made to include what the businesses want to improve their business and the whole of the town. The main themes include - a safe and welcoming town; improved lighting; better directional signage; graffiti and other matters.

The BID management have already met with the Police and have had early discussions about a safe and welcoming town centre.

Rachel Noel explained that the BID company will employ Town Centre Ambassadors and recruitment has already started. It is anticipated that there will be three ambassadors. These ambassadors will be adding to the existing services in the town, they will not be a security service, they will pass the problems identified to those who have the responsibility for remedial action. It is anticipated that there will be two ambassadors on duty each day on the streets of the town mostly during the daytime. Consideration may be given to evening time ambassadors in the future.

Rachel Noel explained that they will look for the best way to market Horsham to make it more attractive to visitors and draw more people in. Horsham BID Ltd has the brand and logo 'Your Horsham' - https://www.yourhorsham.com/ .

The feedback already from businesses included has said that there is a lack of events in the town, this has been caused by previous cost cutting. The businesses have indicated that they want events but are not clear as to which type of events. Some events lost businesses money as visitors walked by their shops looking at the events and promotions. BID are already looking at some Christmas events. All these events will take place working closely with HDC.

BID will be looking for ways to increase business for local traders, whose biggest trading time is the two weeks before Christmas.

All is in the pipeline and changing as we talk to more people.

BID will provide business support for training, such as First Aid Training for businesses. There will be a fee of about £20 which will be non-refundable, this is to try and gain the commitment so that people attend.

Rachel Noel said that access and parking is a common topic from businesses. Horsham BID Ltd will be looking at signage and the cost of parking in the town. Staff on minimum wages also have to pay parking fees which is a large cost for these workers.

Rachel Noel explained that the current BID award lasts for five years so in year four there will be another campaign.

We are discussing various parking discount schemes with the Council but there are limitations on what can be done, so no promises have been made. Other things they are looking into include help for start-up businesses is being considered on how some encouragement to open up a business can be provided, which may include engaging with landlords on rental costs although this is a challenge.

Park and Ride is another option being considered and how it can be improved. Also the increase in bicycle use in and around the town.

Rachel Noel said the ethos is to encourage people to 'Buy Local'.

Morag Warrack asked if Horsham BID had a recognised name as a market Horsham. Rachel Noel said she felt the town was recognised as a 'market town' and would continue to support this.

Rachel Noel said that BID was looking into the possibility of having a Horsham town 'Gift Card' to try and encourage purchasing in the town centre rather than buying products online. The BID would pay for the up-keep of the gift card, which is a Mastercard based system. It would only be able to be used in Horsham businesses within the BID area.

Rachel Noel said that the BID website is up and running and will have more added to it as time goes by, watch out for new additions.

John Steele thanked Rachel Noel for updating the Blueprint Steering Group with the progress of Horsham BID. Everyone wished Rachel Noel well and success in her new role as leader of BID.

John Steele continued with the agenda for the meeting.

3.0 - Notes of Last Meeting.

3.1 - The notes of the meeting held on the 7th May 2024 (Draft No.3) were approved by all present, with no amendments.

4.0 - Treasurer's Report

4.1 - Diane Sumpter reported that the Blueprint finances are in credit as the £2000 grant from HDC has been received.

5.0 - HDC's Proposed Governance Process for handling CIL

5.1 - John Steele informed the meeting that there was nothing new to report since the last meeting as no communication had been received from HDC. John Steele agreed to contact HDC and request an update on how CIL will be managed.

6.0 - HDC Greenspace Strategy Consultation

6.1 - Morag Warrack made a comment that the Item.1 - The Vision Statement could have been more ambitious and more positive. Also that Item3.6 - New Green Space should include public open spaces and not limited to green spaces.

6.2 - Following discussion John Steele agreed to review the wording in the consultation and make contact with HDC.

7.0 - Blueprint and Website

7.1 - John White said he was still waiting for two steering group member's pictures - Diane Sumpter and Sue Brundish, both took note of this request.

8.0 - Blueprint Data Protection Policy and Privacy Notice (Review)

8.1 - Andrew Cooke agreed to look at this in the coming weeks and report back.

8.2 - John Steele stated that Blueprint does not have a list of members as such, the only list is the MailChimp list. John Steele asked what constitutes a member of Blueprint. Andrew Cooke said a member of Blueprint had to live or work in the unparished areas of Horsham, Denne, Trafalgar and Forest. Following discussion it was agreed that the Data Protection Policy would describe those whose data was recorded as ''members, supporters and interested parties''.

8.3 - It was felt that the MailChimp list is the main data protection risk.

9.0 - Update on Neighbourhood Plan Non Policy Actions.

9.1 - London Road Partial Closure Proposal.

9.1.1 - Francis Vernon informed the meeting that the Horsham Cycle Forum had been in contact with WSCC about London Road having a partial closure. They had talked with Nigel Dennis about the Community Highway Scheme and that a meeting in London Road will take place on 8th June 2024 at 10.00am, with WSCC and DNC. Francis Vernon will keep steering group members informed with progress when there is something to report.

9.2 - 20mph zones - Forest and Trafalgar proposals.

9.2,1 - Morag Warrack informed the meeting that in Trafalgar they are still collecting residents' opinions and it is difficult to know when there will be enough residents in support to progress forward to the next stage. Consideration is being given to having a public meeting in Trafalgar to assess the actual support for this 20mph scheme. Morag Warrack said that they are now canvassing local schools and the parents of the children attending those schools for their views. Morag Warrack said it was too early to put in an application.

9.2.2 - Diane Sumpter informed the meeting that Forest NC members are divided in opinion with the proposal for a 20mph scheme. Therefore Forest NC will only report on the proposal and be neutral on the proposal. Diane Sumpter said there is support for the speed limit restriction of 20mph from Forest residents, but there is no support from WSCC, so there is little likelihood of this proposal happening in the foreseeable future.

9.2.3 - It is not clear at this time who or what organisation would apply for the 20mph speed limit restrictions in either Trafalgar or Forest.

9.2.4 - John Steele asked if there was any help that Blueprint could provide or be involved in any future discussions. John Steele said that the Forest area proposal for a 20mph restriction looked like a good area with good boundaries which on the face of it should not be too expensive to

make happen, it just needed the will to do it.

9.2.5 - Trudie Mitchell put forward that the 20mph speed restriction proposal looked to be more trouble than it may be worth.

9.3 - Riverside Walk

9.3 1 - Ron Bates reported that the proposed Riverside Walk through the Rookwood Golf Course and around the outside of the Warnham Local Nature Reserve was still awaiting a report from a consultant employed by HDC, particularly on the future lease proposals. Ron Bates is keeping in contact with the management of Rookwood Golf Course.

9.3.2 - Ron Bates reported that the possible route of the Riverside Walk through the Mowbray housing development was raised at the last NHPC liaison meeting with Legal & General. It has been agreed by Legal & General to arrange a meeting on either the 10th or 17th July 2024 with NHPC and HTCP and Horsham Society. This meeting will be to discuss the possible options for the route of the Riverside Walk through Mowbray coupled with the proposed closure / re-routing of the existing 'rights of way' through the development.

9.4 - Housing Co-operative.

9.4.1 - Andrew Cooke reported that contact had been made with Peter Beckley and Donald Mahon about the Housing Co-operative and the Land Trust working together for the benefit of each other with the intention of providing additional living accommodation in Horsham. Andrew Cooke said the name for this group has yet to be decided.

9.4.2 - Andrew Cooke agreed to send out a mail shot requesting interest in a Housing Co-operative Group.

9.5 - Local List

9.5.1 - Malcolm Gilbert informed the meeting that he had spoken to Sean Rix of HDC who has said that the proposed Local List should be submitted to HDC through him to seek Council approval for the list. Malcolm Gilbert said that the final layout of the list including photographs is

currently being completed. It is hoped that the full Council will adopt this Local List.

9.5.2 - Malcolm Gilbert explained that the proposed Local List will include the HDC Local List 2011, some additional properties identified over recent years by HDC through approving Conservation Areas and the sixty new properties proposed by the Horsham Society.

9.5.3 - Trudie Mitchell requested a copy of the proposed Local List. Malcolm Gilbert will send a copy of the proposed Local List to all Blueprint Steering Group members.

9.5.4 - Trudie Mitchell asked under whose name this proposed Local List will be submitted to HDC as the Horsham Society had carried out the work. John Steele stated that this proposed Local List will be submitted to HDC by the Horsham Society and that Blueprint is involved as the proposal for a Local List is identified in the approved Neighbourhood Plan.

9.6 - HDC Cultural Strategy

9.6.1 - John Steele reported that there is no further information available since the last communication issued to all Steering Group members. It was agreed that he would contact Dr. David Skipp, the new Cabinet member for Leisure, Culture and Green Spaces to ascertain progress.

9.7 - Signage and Wayfinding

9.7.1 - John Steele reported that there is no further information available since the last communication issued to all Steering Group members.

10.0 - Town Council - Governance Review

10.1 - John Steele explained that this item is on the agenda to remind everyone that Blueprint can trigger a governance review after which HDC would have one year to complete the process. He suggested that at the next meeting the Steering Group consider the pros and cons of initiating a Review.

11.0 - Any Other Business

11.1 - John Steele raised a concern that planning applications to enclose land are being submitted to HDC where owners of land adjacent to their homes are being given approval. This land which was originally in public access is being enclosed so that this land can be incorporated into owners garden by erecting a fence, or for the purpose of a building extension to the property.

11.2 - John Steele explained that the Horsham Society would be asking for a meeting with HDC to discuss this type of planning application approval as it has the possibility of changing the street scene of many areas of the town.

11.3 - Diane Sumpter said this matter will be raised at a meeting with David Skipp and will report back with any news.

12.0 Date of Next Meeting

12.1 - The next Blueprint Steering Group meeting will take place on Tuesday 24th September 2024 starting at 7.30pm.

12.2 - Diane Sumpter agreed to book the room in the Blackbridge Community Centre if available, if not then book the Amberley Room at the Millennium Hall, Roffey.

The meeting finished at 9.00pm