Horsham Blueprint Business Neighbourhood Forum *Draft No.2 - 17/08/2025*

Notes of Steering Group Meeting held on Wednesday 13th August 2025.

Held at the Millennium Hall, Roffey, Horsham.

The meeting started at 7.30 pm

John Steele opened the meeting by welcoming everyone.

1.00 - Attendees and Apologies

1.01 - Attendees : Blueprint Steering Group Members - John Steele, Trudie Mitchell, Diane Sumpter, Guy Stanley, Ruth Fletcher, Malcolm Gilbert, Francis Vernon, Nigel Friswell, Colin Bush and Ron Bates.

1.02 - Apologies were received from - Blueprint Steering Group Members - Andrew Cooke, John White, Ian Botting, Morag Warrack.

2.00 - Notes of the previous meeting

2.01 - John Steele asked if there are comments on the notes of the meeting on 10th July 2025.

2.02 - There were no comments and the notes of the meeting held on the 10th July 2025 were approved by all present at the meeting with no amendments.

2.03 - There were no matters arising as the agenda covers all items to be discussed.

3.00 - Treasurer's Report

3.01 - Diane Sumpter confirmed there is £2708.22 in the Blueprint account.

3.02 - Diane Sumpter confirmed that the Park Barn previously booked for the AGM has been cancelled.

4.00 - Unparished Area Governance Review - Second Consultation

4.01 - John Steele reported that the response from the First Consultation was good and positive with 75% in favour of a town council. The result of this First Consultation will be made public soon

4.02 - The Second Consultation starts this week with leaflets from HDC being delivered to everyone's door in the unparished area of the town. The period of this second consultation is 6 weeks.

4.03 - Following discussion it was agreed that Blueprint will publicise this second consultation via MailChimp and on the Blueprint website indicating that individuals should respond.

5.00 - Neighbourhood Forum Redesignation

5,01 - John Steele reported that Norman Kwan had let him know that 23 responses to the Blueprint redesignation referendum had been received, all were good and positive. There were 20 responses in support, with other 3 responses making comments on the application

to redesignate the Forum. There were no objections. Norman Kwan is preparing a cabinet report which is hoped will be considered by council members on the 17th September 2025.

5.02 - John Steele reported that Norman Kwan had let him know that he was still awaiting responses from the HDC legal team on the Blueprint questions raised at the last Blueprint meeting and listed below :-

1- If a Town Council is established would it automatically inherit the current Neighbourhood Plan or is there a process that would have to be followed and, if so, what is it and what would be the likely timescale?

2- Is there any situation in which the Neighbourhood Forum would continue to exist alongside a Town Council?

3- Would responsibility for the CIL funding for the unparished area, including the unassigned balance, be inherited by a Town Council?

4- If the Neighbourhood Forum should decide to wind itself up, is there a formal procedure to be followed?

6.00 - CIL Funding - Update on distribution and plans for the Second Round.

6.01 - John Steele said that the next meeting of the HDC CIL Funding Panel will take place on Wednesday 20th August 2025.

6.02 - John Steele said that this meeting will review the lessons learnt from the first round and how to go forward with the next round of publicity for local groups to come forward with applications for CIL funding for local projects.

6.03 - The latest information on the first round CIL funding applications -

1- 4theYouth in Hurst Road - application approved and progressing - John Steele will make contact with 4theYouth for an update..

2- Springboard in Hurst Road - applicant asked to divide into two schemes for further consideration.

3- Cycle Forum - not enough information yet received.

4- HTCP Riverside Walk improvements - application approved and HDC have placed an order with Gary Collier the approved contractor. It is hoped that the work will take place during September 2025.

6.04 - John Steele proposed and it was agreed to progress by email correspondence the arrangements to meet local groups to publicise the second round of CIL funding and explain the lesson learnt from the first round of CIL funding. It was thought that the venue would be the Park Barn during late October / early November 2025 with a starting time of 7.30pm.

6.05 - Ruth Fletcher said that HDC may be in a position to put out a press release.

7.0 - Blueprint website and Facebook

7.01 - No update.

8.0 Update on Neighbourhood Plan Non Policy Actions

8,01 - Francis Vernon reported that the proposed project in London Road is being put to WSCC.

9.0 - Date and Location of the Blueprint AGM

9.01 - Following discussion it was agreed that the Blueprint AGM should be either Wednesday 10th or Thursday 11th December 2025 with the proposed venue being the Park Barn, with tea & coffee being offered from 7.00pm and the meeting starting at 7.30pm. Diane Sumpter will check the availability of the Park Barn.

10.0 Any Other Business

10.01 - None.

11.0 Date of Next Meeting

11.01 - The next Blueprint Steering Group meeting will take place on Thursday 2nd October 2025 starting at 7.30pm. The agenda will concentrate on the proposed meeting to discuss the second round of CIL funding and the Blueprint AGM.

11.02 - Diane Sumpter will book the Amberley Room at the Millennium Hall, Roffey.

The meeting finished at 8.10pm