Horsham Blueprint Business Neighbourhood Forum *Draft No.2 - 04/10/2025*

Notes of Steering Group Meeting held on Thursday 2nd October 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, 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, Ruth Fletcher..

2.00 - Notes of the previous meeting

2.01 - John Steele asked if there are comments on the notes of the meeting on 13th August 2025.

2.02 - There were no comments and the notes of the meeting held on the 13th August 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 £2683.02 in the Blueprint account.

3.02 - Diane Sumpter confirmed that the Park Barn is booked for the CIL- Launch of Second Round meeting to be held on 23rd October 2025.

4.00 - Unparished Area Governance Review - Second Consultation

4.01 - John Steele reported the Second Consultation closed on the 28th September 2025 and that we await comment from HDC.

4.02 - It was confirmed that the neighbourhood councils will be having discussions about a number of proposals put forward for the proposed new town council and in particular on the proposed number of councillors.

5.00 - Neighbourhood Forum Redesignation

5,01 - John Steele reported that Norman Kwan has confirmed the redesignation of Blueprint Neighbourhood Forum has received approval for the next five years from HDC.

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 in the last Blueprint meeting notes.

6.00 - CIL Funding - Launch of Second Round - 23 October 2025

6.01 - John Steele reported that HDC has confirmed that letters, together with CIL Funding documents have been sent out to local groups requesting an expression of interest in proposing possible projects for CIL funding. We have not received a list of the organisations this information has been sent to. John Steele will request HDC for the list of these organisations and if a return date of interest was requested.

6.02 - John Steele had previously to this meeting issued a draft running order for the CIL round 2 launch and this was discussed, and all agreed that this proposed running order will be followed.

6.03 - John Steele and Ron Bates will prepare the slides for presentation at the CIL meeting and issue these to the Blueprint steering group prior to the meeting..

6.04 - Ron Bates will make arrangements for the projector and computer to show the slides.

6,05 - It was agreed that members will arrive at Park Barn at about 6.45 to prepare tea and coffee for those attending the CIL meeting starting at 7,00pm. Diane Sumpter agreed to arrange access at this early time, and to arrange the makings for tea, coffee and some biscuits.

7.0 - Arrangements for the AGM

7.01 - .Discussion took place as to the format of the AGM. Last year's AGM was considered, when we had speakers on pertinent topics of the time and that it may be Martin Boffey or another district councillor may be willing to give a short presentation. John Steele will follow this up.

7.02 - John Steele and Ron Bates will prepare a draft agenda for comment. Comments will be required by return as the AGM details including the agenda should be issued to members at least three weeks prior to the AGM date of the 11th December 2025 - this gives an issue date of no later than 19th November 2025.

7.03 - Trudie Mitchell and Diane Sumpter said that the three neighbourhood councils are meeting on 20th October 2025 and from this there may be some topics that may be of interest for the Blueprint AGM.

7.04 - Comment was made that the unparished area councils cease on the 31st March 2026 and the proposed new town council elections take place at the beginning of May 2026, which creates about a 5 week gap with no representation. John Steele said he will issue the email received from HDC a few months ago that confirmed that Blueprint could make representations by speaking at planning meetings.

8 .0 - Any Other Business

8.01 - Francis Vernon reported that he had attended a meeting about the proposed London Road traffic access amendments with Nigel Dennis and two representatives from WSCC Highways - Matt Gray and George Fort. Overall concerns about the proposal were raised by WSCC Highways.

8.02 - Francis Vernon said that WSCC Highways have asked him to forward to them three alternative schemes in a brief outline form. Francis Vernon has agreed to issue these proposals during October 2025 under the Cycle Forum.

8.03 - John Steele and Ron Bates gave notice of standing down from the Blueprint Steering Group at the next AGM.

8.04 - Trudie Mitchell asked that John Steele and Ron Bates give consideration to remaining on the Blueprint Steering Group up to May 2026 at which time the new town council elections will have taken place.

9.0 - Date of Next Meeting

9.01 - The next Blueprint Steering Group meeting will take place on Tuesday 11th November 2025 starting at 7.30pm. The agenda will concentrate on the proposed Blueprint AGM.

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

The meeting finished at 8.20pm