



Horsham Town Community Partnership

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Minutes of Directors Meeting held on 3rd April 2019 at Roffey Millennium Hall, Horsham at 7.30pm

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Attendance and Apologies:

Present:

David Searle (DSe) - HTCP Chair and representing North Horsham Parish Council,

Diane Sumpter (DSu) - HTCP Treasurer and representing Horsham Forest NC

Ron Bates (RB) - HTCP Director and representing Horsham Society

John Lee (JL) - HTCP Director

Ian Botting (IB) - HTCP Director representing Horsham Denne NC

Carrie Knapp (CK) - representing Horsham in Bloom

Martin Boffey (MB) - representing Horsham Trafalgar NC

John White (JW) - HTCP Volunteer

Sara Doy - Minutes Secretary

Apologies:

None

3. Conflicts of Interest: None

4. Minutes of the Meeting held on 9th January 2019, approval and any issues arising from the minutes: The minutes were proposed by DSu, seconded by IB, and approved.

5. Chair's Report.

DSe had circulated his report prior to the meeting.

- a) **Horsham District Community Partnership Forum 17th April:** DSe and RB are to attend and DSe will chair the meeting to be held at Parkside from 2pm to 4pm. It is hoped that Rob Jarvis the HDC Housing & Community Officer will attend to give the Forum the opportunity to explain the objectives of the Community Partnerships. All HTCP members are welcome to attend. (Since the meeting Rob Jarvis has declined the invitation due to another engagement but will attend another meeting in the future).
- b) **Health & Wellbeing Exhibition 14th March:** HTCP had a stand at the Exhibition held at Parkside where display boards showing HTCP's current projects were on show. There was a lot of interest. Amanda Jupp was very impressed with the new Bus Map.
- c) **Phoenix Stroke Club Presentation 8th April:** Further dates are to be arranged.
- d) **Riverside Walk Footpath Improvements**
 - i) **Ben's Acre** - A grassed area adjacent to Ben's Acre regularly floods making it difficult to access the Riverside Walk route. DSe has applied to HDC for a S106 grant to fund installing a raised walkway.



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- ii) **North of Horsham Development:** NHPC has regular meetings with the Developers which both DSe and RB attend. Legal & General Capital have taken over the project from Liberty and were present at the last meeting. DSe has arranged to meet Lauren Aichison, Head of Strategic Land and Major Projects on 30th May to discuss the future route of the Riverside Walk through the development.
- iii) **Riverside Walk Leaflets:** The reprinted leaflet is now available at various locations and there is a high demand.
- e) **Mobility Scooter Skills and Safety Sessions:** Currently over 40 people have attended the sessions and have all enjoyed the sessions. There has been a drop in numbers attending but hopefully this will pick up now that the weather is improving and the sessions are being publicised in the libraries, retail outlets and media outlets.
Grants of £790 and £100 have been received from HDC and Horsham Masonic Lodge for the continuation of the project. Scooter Tutor has donated his £100 fee from undertaking work for Clearwell Mobility. HTCP is also one of the chosen projects taking part in the Tesco Bags of Help scheme which runs until the end of April 2019 which could raise at least another £1000 for the project.
Occupational Therapists from Worthing area will be attending a session soon to find out more about the project and this may lead to more candidates attending the sessions. DSe commented that the Neighbourhood Wardens suggested to a Scooter rider that they caught speeding that they should attend the training.
- f) **Horsham Town Integrated Bus Map:** Many compliments have been received from local residents and organisations regarding the new Bus Map. DSe has met with Metrobus who are willing to fund the cost of printing 250 leaflets and printing 2 large copies of the map to display at the Railway and Bus Stations. DSe met Amanda Jupp, WSCC Councilor at the Health and Wellbeing Exhibition and she is impressed with the work and will promote it within the Council.
- g) **Annual Riverside Walk:** The RSW Events Team had their first meeting and arrangements are in hand for the event to take place on Saturday 6th July starting at the Rugby Club in Hammerpond Road. They have met the team from QE2 School who are excited to be taking part this year. DSe added that 'Spiderman', a member of the QE2 PTA will open the event.
An application was made to the three Neighbourhood Councils and North Horsham Parish Council (NHPC) for a grant of £180 each towards the cost of the event. HFNC, HTNC and HDNC have advised that they will sponsor the event. NHPC will consider the application at their next meeting.
6. **Updates from Neighbourhood Councils and NHPC**
IB, representing HDNC, commented that the Neighbourhood Wardens are getting on very well but there is a concern regarding the increase in drug related activity.
7. **Horsham District Older Peoples' Forum**



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DSe advised that the next Forum Meeting will be a Question & Answer session with Nick Herbert, MP, to be held in November.

8. **Horsham District Community Partnership Forum:** See item 5.

9. **Health & Wellbeing Exhibition:** See item 5.

10. **Riverside Walk Improvements:** See item 5.

11. **Riverside Walk Leaflets:** See item 5.

12. **Mobility Scooter Skills and Safety Sessions:** See item 5.

DSe added that Chris Cheshire of TAG (Town Access Group) has requested a presentation on Scooter Training. (Since the meeting HTCP Mobility Scooter Project has been invited to exhibit the project in the Forum on Good Friday and Easter Monday. It is hoped this will attract more students to attend the sessions.)

13. **Horsham Town Integrated Bus Map:** See item 5.

MB enquired if it would be possible to put advertising on the bus maps to help with funding.

14. **Annual Riverside Walk Event:** See item 5.

DSe added that the walk starts at 10pm at the Rugby Club and will follow the clockwise route. Refreshments will be available at Chesworth Farm.

15. **Update on Horsham in Bloom:** CK explained that she is the Secretary and Sue Brundish is now Treasurer, but both are sharing the Chair role until a volunteer can be found to take on the role.

Requests for sponsorship of railing planters and hanging baskets have been sent out to the Neighbourhood Councils, and local organisations and businesses. There has been a very positive response so far. HiB are carrying out face to face visits to try to increase their presence and encourage more volunteers. The full remit of competitions will run this year. But another 4 or 5 volunteers are needed to help with the competitions.

16. **Public Seating:** IB reported that following on from a suggestion by Godfrey Newman, HDC Councilor and HDNC member, that additional benches be installed along the main roads into town, he had carried out a survey along Guildford Road, Hills Farm Lane and Blackbridge Lane. IB took into consideration where existing benches are situated and where new ones could be installed, bearing in mind that they need to be located not too close to the roads or residences. IB identified four possible locations and provided a map. DSe



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commented that funding would be needed for the benches and installation as well as consultation. DSu suggested that the matter could be raised at the next quarterly meeting of NCs and HDC and it might be possible to add it to the CIL list. DSe added that HDC sometimes get requests from people wishing to donate money to install a bench as a memorial.

17. Heritage Trail: Training is to start on 6th April for approximately 40 volunteers. There are 20 trails and it is hoped that a pair of volunteers will look after each trail. The project is to be completed by March 2020.

DSe asked about the Town Centre tours. RB confirmed that they started on the 3rd April and take place every Sunday and Wednesday commencing at 2.30pm and take 1 ½ hours.

18. Finance:

i) **Nat West Correspondence:** DSu said that correspondence is still going to the Registered Office address. She needs up to date statements to produce the end of year accounts.

ii) **Statement at 3.4.19:**

Deposit Account balance = £3125.68

Current Account balance = £1250.15

iii) **Accounts:** DSu will ask the Accountant to audit the accounts ready for the AGM in October.

DSe commented that the Masonic Lodge has requested acknowledgement of receipt of the £100 grant for the Mobility Scooter Training.

iv) **Signatories:** Mary Crosbie has been taken off and Ron Bates added.

19) Recruitment of New Directors and Chairman: The roles continue to be advertised, including on Facebook.

20) A.O.B

JL reported an incident of an elderly lady tripping over steps in the Carfax near the Bandstand on her way to the bus stop. The owner of the Candybox shop said there are at least 3 or 4 similar accidents each year. There are markings to highlight the steps but it was suggested that a railing be installed to help people negotiate the steps safely. IB will forward this information to HDNC.

21) Date time and place of next meeting: Wednesday 10th July at 7.30pm at the same venue. The AGM will be arranged for October.