

**DRAFT**

**Horsham Blueprint Neighbourhood Forum**

Annual General Meeting

Monday 14<sup>th</sup> August 2017

Chaired by: Andrew Cooke

Attendance and apologies at end.

**1. Welcome**

Andrew introduced himself as Deputy Chair and thanked everyone for taking the time to attend the Annual General Meeting (AGM)

**2. Approval of Minutes**

The approval of the minutes of the last AGM meeting was proposed by Diane Sumpter and seconded by Trudie Mitchel and a unanimous show of hand approved the meeting minutes.

**3. Chair's Report**

I never expected to present this year's Blueprint Report for the past year and I am only doing so after the resignation of Frances Haigh at the beginning of this year. We express our gratitude to Frances Haigh and those others who have left the committee since the last AGM for their contribution to Blueprint.

We are not experts at Neighbourhood Planning and we are grateful for the help and advice that is now being provided by Horsham District Council and Locality. Whilst matters have not moved on as quickly as we would have liked; we have made progress.

Late last summer saw the publication of the Horsham Blueprint Interim Report which is available to download on the Blueprint website. This report sets out the results of our consultations and presents the emerging themes for our Neighbourhood Plan.

Those present were reminded of the requirements of a Neighbourhood Plan and it was confirmed these requirements will be followed in preparing the plan.

A summary of the Interim Report was delivered to every property in the unparished area comprising of Forest, Denne and Trafalgar Neighbourhood Council areas in September 2016. This being around 10,000 properties. The information delivered included an invitation to everyone to complete an on-line questionnaire of some 50 questions. Over 300 people took the trouble to complete either the on-line or paper version of the questionnaire.

The reason for seeking further views from the residents was firstly to give the opportunity to those who had not already had their say and secondly as a means of verifying the comments we had already received. We can report that there is a high degree of consistency between this survey and the previous surveys which gives us confidence as we move forward in developing policies.

Other developments that have occurred include the receipt of the AECOM Reports on Site Assessments and Heritage & Character Assessment. The Site Assessment Report identifies possible sites for development. The Heritage & Character Assessment is limited in scope looking particularly at the New Street area and is supplemented by work that the Horsham Society has done and we shall draw upon this work and other sources of information together with the consultation and questionnaire responses as we move into the policy development phase.

One of the disappointments of the last 12 months has been the decision not to include site allocations within the Neighbourhood Plan following the legal challenge to the Henfield Plan over site allocations within their plan. We felt the risk of having the whole Neighbourhood Plan overturned because of a legal challenge relating to site allocations was too great a risk. Site allocations will be dealt with by Horsham District Council. However we shall be developing a range of planning policies applicable to the design and infrastructure of new developments.

As we move forward we shall endeavour to create a vision of what people like about Horsham and how they would like it to develop. The vision for Horsham will be to build on its reputation as an excellent place to live and ensure new developments respect the design brief and the protection of green spaces. Affordable housing will be encouraged to retain young people and a working population. Horsham will be an age-friendly town meeting the needs of all its residents, young and old. Horsham will continue to develop as a Marketplace of Ideas encouraging digital enterprise

Every proposed policy will be challenged as to how it contributes to meeting the vision. The challenge we face is to ensure that Horsham does not become a barren soulless commuter town; but a town with a heart; a town that caters the needs of all its residents; from the youngest to the oldest; a town that people are proud to call home.

Finally, thank you for attending the Blueprint AGM..

#### **4. Treasurer's Report**

The accounts as at 31 March 2017 are attached.

#### **5. Election of Steering Group**

The following nominations to the Steering Group were agreed by the AGM:

- Steering Group members: Graham Sitton, Diane Sumpter (Horsham Forest Neighbourhood Council), Trudie Mitchell (Horsham Denne Neighbourhood Council), Andrew Cooke, and Ron Bates (Horsham Society).

#### **6. Election of Officers**

- a) Chairman – Andrew Cooke asked the meeting if there were any proposers for Chairman. There were none.
- b) Deputy Chairman – Andrew Cooke was elected to continue in this role.
- c) Secretary – Andrew Cooke asked the meeting if there were any proposers for Secretary. There were none.
- d) Treasurer – Diane Sumpter was elected to continue in this role.
- e) As the office of Chair and Secretary remain vacant it was agreed to email all Blueprint contacts to inform them of the vacancies to see if there is any interest in taking on these roles.

#### **7. Resolutions**

The AGM was not quorate so the vote on the resolutions was deferred.

#### **8. a) The Plan and the proposed approach**

The meeting was taken through an overhead presentation of A Vision for Horsham by Andrew Cooke.

The question asked was 'What will Horsham look like in 2030 after the changes over the next 13 years.

This Vision will be delivered by drafting practicable policies that collectively provide a clear framework by which that Vision can be realised.

The meeting was shown the proposed Policy Evaluation Template that every policy proposal will be tested against the Vision.

There will be ongoing consultation by publishing the policy proposals on our website with the facility to comment back directly.

The proposed policies will cover aspects such as:-

Heritage & Conservation  
Building Design & Character  
Green Spaces and the Environment  
Pedestrians & Cyclists  
Business and the Economy  
Entertainment & Leisure

Next Steps:-

Complete the policy templates  
Publish the proposed policy templates  
Review the revision of policy templates to reflect feedback  
Appointment of Planning Consultant to review proposals  
Compile draft plan  
Six weeks of public consultation  
Independent examination  
Referendum and adoption of the plan target Summer 2018.

Discussion took place following questions from those present at the meeting:

One question asked what weight will the plan have as it will not include site allocations. Norman Kwan of HDC said there will be no difference in weight to the Blueprint Plan.

Another question asked what weight will the policies have when adopted. The answer is that once the Plan is passed by referendum these will have to be taken into consideration when those matters in Forest, Denne and Trafalgar affected by the relevant policy are being considered by the District and County Councils. Therefore it should be considered as worthwhile to create policies on those aspects already mentioned and other policies as thought relevant from the feedback from the residents of the unparished area of the town.

## **b) Endorsement of the proposed approach**

The approach outlined by Andrew was endorsed by the meeting.

### 9. Any Other Business

There was none.

Meeting closed 8.30pm

#### **Apologies**

Nigel Friswell  
Christine Mitchell  
Garry Mortimer-Cook  
Godfrey Newman

#### **Attendees**

Trudie Mitchell  
Andrew Cooke

Ron Bates  
Ruth Fletcher  
Martin Allwright  
Jane Apostolou  
David Brooks  
Graham Sitton  
Rachel Cooke  
Frances Haigh  
Diane Sumpter

Peter Lusher  
Catherine Tobin  
Peter Cox  
Norman Kwan  
Mandy Jones  
Martin Bruton

HORSHAM BLUEPRINT NEIGHBOURHOOD FORUM

BALANCE SHEET

As at 31 March 2017

	<b>2016</b>	<b>2017</b>
Cash at Bank ( HTCP)	293.21	5.57
Cash at Bank (general)	<u>2,334.91</u>	<u>1,730.38</u>
	2,628.12	1,735.95
Represented by:		
General Fund		
Balance at 31.3.16 brought forward	353.87	2,628.12
Balance	<u>2,274.25</u>	<u>- 892.17</u>
Balance at 31.3.16 carried forward	<u>2,628.12</u>	<u>1,735.95</u>

HORSHAM BLUEPRINT NEIGHBOURHOOD FORUM

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2017

	2016		2017	
Income				
Horsham District Council	3,750.00			
Groundwork (formerly Community Development)	1,227.00		7,748.00	
Forest NC	1,000.00		-	
Denne NC	1,000.00		-	
Trafalgar NC			1,000.00	
Interest	0.09	6,977.09	1.90	8749.9
<b>Expenditure</b>				
Monies returned to Community Development			5,910.46	
Hire of Room	304.12		479.86	
Attending Conference	-			
Printing, postage and stationary	934.64		2,459.34	
Postage	450.79			
Stationary	975.51		121.71	
Sundry costs (catering)	155.04		187.25	
Cost of consultant	-			
Sundry	181.25			
Advertising costs	1,633.79		425.55	
Parking	67.70	4,702.84	57.90	9,642.07
		2,274.25		- 892.17

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