Memo (Agenda November 2020)

To: Parish Councillors

cc: Nigel Jupp (County Councillor) & Toni Bradnum (District Councillor)

From: Sarah Hall

Date: 2nd November 2020 (week commencing 26th October 2020)

Re: **COUNCILLORS' BRIEFING NOTE**

I have outlined below a number of recent developments for your information.

(1) Planning Applications Issued

Number	Applicant & Reason	Consultation Closes	NPC Meeting
DC/20/2053 20.10.2020	**Change of use of existing outbuilding/home office (Class C3) to a single dwelling (Class C3) (Listed Building Consent)** Badgers, 2 Castle Lodge, Broadwater Lane, Copsale	17.11.2020	**04.11.2020**
DC/20/2036 20.10.2020	**Change of use of existing outbuilding/home office (Class C3) to a single dwelling (Class C3) (Full Application)** Badgers, 2 Castle Lodge, Broadwater Lane, Copsale	17.11.2020	**04.11.2020** **-**

(2) Delegated Decisions (Email Consultations)

Number	Applicant & Reason	Comments by	Councillors

(3) HDC Decisions

Number	Applicant & Reason	Comment to HDC	HDC Decision
DC/20/1590	**Prior notification for change of use of agricultural building to a single dwellinghouse** Copsale Barn, Broadwater Lane, Copsale	Objection	**Prior Approval Required and refused**
DC/20/1645	**Demolition of existing farm buildings and erection of 5 dwellings with associated landscaping, parking and access** Hollyfarm, Winterpit Lane, Mannings Heath	Objection	**Refused**

(4) Appeals

Number	Applicant & Reason	PI Representation/ Decision

(5) Enforcement Numbers

Number	Nature of Complaint	HDC Action

(6) Committee

Number	Applicant & Reason	Comment to HDC	HDC Recommendation

Community Speed Watch Data

Town/Parish Council Report for Nuthurst Parish Speedwatch Group

Reporting between 01-10-2020 and 01-11-2020

Current Volunteers = **26**

Summary for this Period

Number of Sessions this period	=	6
Total Vehicles exceeding limit	=	16
DVLA Valid vehicles	=	12
Accuracy	=	75%
Maximum Speed recorded in 30 limit	=	41 mph(+36%)

Police Actions this Period

Case Closed	=	1
Case filed	=	1
Letter Sent	=	10

Overall

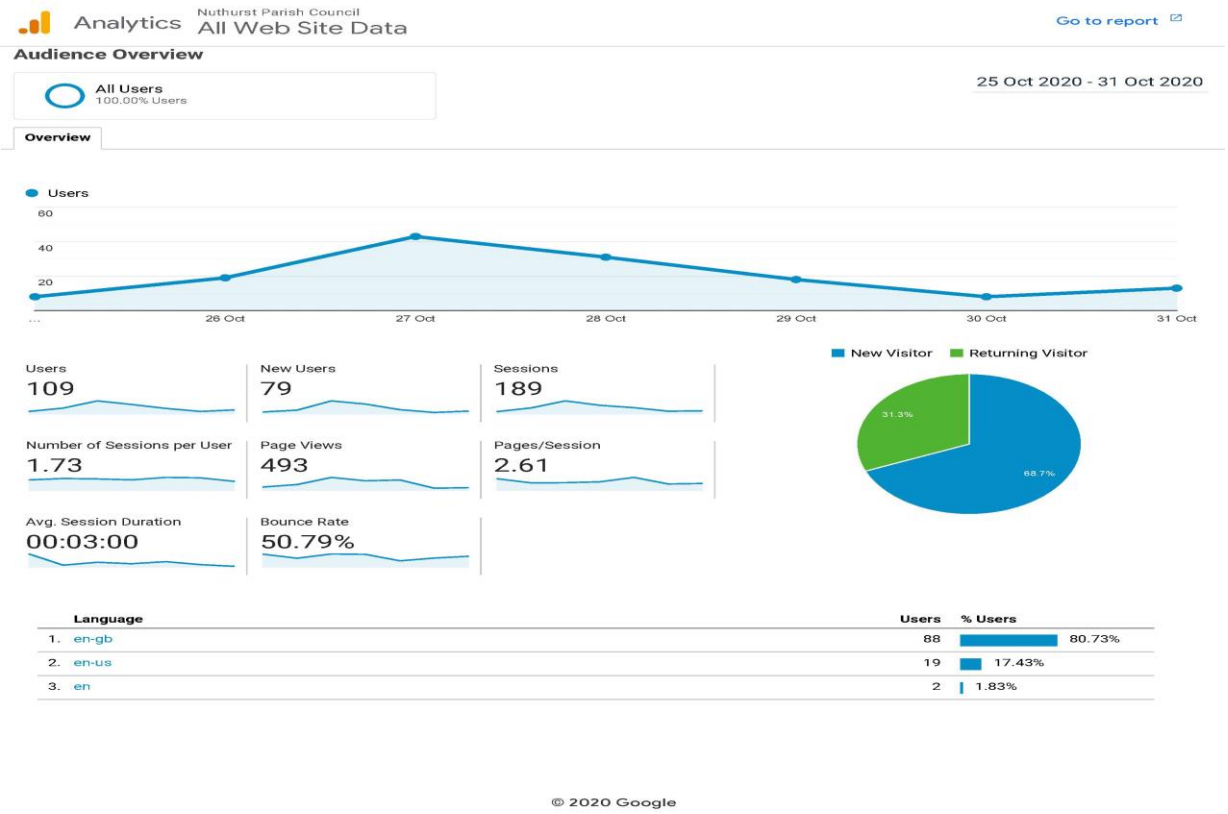
My group started Recording* on	=	30-05-2019
Number of Sessions since start date	=	71
Vehicles recorded exceeding limit since start date	=	369
Maximum Speed recorded in 30 limit	=	49

mph(+63%) Maximum Speed recorded in 40 limit = 60mph(+50%)

Date	Time	Type	Location			
		Traffic Heading		Recorded Percent	Letters	Vehicles

05-10-2020	07:30 ->	08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to				School
			traffic heading North East		1	1	0	n/a%
06-10-2020	07:30 ->	08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to				School
			traffic heading North East		4	3	0	n/a%
07-10-2020	07:30 ->	08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to				School
			traffic heading North East		5	5	0	n/a%
08-10-2020	07:30 ->	08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to				School
			traffic heading North East		3	1	0	n/a%
09-10-2020	07:30 ->	08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to				School
			traffic heading North East		1		0	n/a%
10-10-2020	10:00 ->	11:00	BOOKED	Pound Lane-In the lay-by just Wear of Rycroft Meadow				
			traffic heading West					n/a%
17-10-2020	10:00 ->	11:00	BOOKED	Pound Lane-In the lay-by just Wear of Rycroft Meadow				
			traffic heading West		2	1	0	n/a%
				Totals	16	11		

Website Analytical Data



Clerks Update

- Reported faulty lighting column outside 2 Harriots Close and on Nuthurst Street, opposite the junction of Harriots Close to SSE.
- 2 x CSW winter jackets have been dispatched
- Requested HDC to clear the leaves from the layby, just passed Church Road, heading towards Monks Gate

Correspondence

Email dated 26.10.2020 from HDC
Planning Compliance Team, HDC

Good morning

I would like to update you on a few recent changes to the Planning Compliance Team, as follows:

Rob Leet and Jo Hopkins who formerly dealt with all investigations in the North of the District and the South of the District respectively, have now swapped areas, therefore should you require updates on investigations from officers in the Team, please note that Jo Hopkins will now been dealing with all investigations received in the Area North Neighbourhoods/Parishes, and Rob Leet will be dealing with all investigations in the Area South Parishes.

We also have a new member of staff in the Team, who has been recruited as a Senior Planning Compliance Officer. Her name is Jen Baxter, and for the time being at least, she will be dealing with cases received within the South Downs National Park and all investigations relating to the Strategic sites currently under construction.

Finally please can I remind you that any request for a new Planning Compliance Team investigation should be sent to planning.compliance@horsham.gov.uk, and not to individual officer email addresses, to ensure that it is dealt with centrally by our Support Officer.

Many thanks
Madeleine Hartley

Email dated 26.10.2020, from HDC
Parks and countryside: New play equipment and a Green Flag Award for Horsham Park | Rare birds spotted at Warnham | Conservation at Chesworth Farm

Parks and countryside

News and information

Kinsgley pupils put new play area through its paces

An exciting new play area for Horsham Park was put through its paces prior to it officially opening this half term. Our special guests, Kingslea School House Captains, enjoyed the chance to test out the new adventure trail and play equipment aimed at children aged 8 - 11.

The new improved play facilities are part of an upgraded development, which includes sprawling net play structures, a large tree house, a large rope hammock and wind chimes.

The play area improvement has been funded through contributions from local planning developments and is aimed at providing space for more children to play in an imaginative and challenging way.

Discover Horsham Park

Rare visitors spotted at Warnham Local Nature Reserve

Much to the delight of the warden team, two rare visitors have recently been spotted at the reserve

A Cetti's Warbler and a Yellow-browed Warbler were both found by Countryside and Ecology Manager Jacob Everitt.

Jacob has a permit from the British Trust for Ornithology (BTO) to ring birds which helps to provide data for population studies. He came across the Cetti's Warbler in the net early one morning in September. Cetti's Warblers are secretive birds which keep themselves concealed low down in vegetation and are usually only noticed by their sudden outburst of song.

Even more exciting, with only one previous sighting dating back to 2004, the Yellow-browed Warbler was a very pleasing record for the reserve, when it was spotted this month. The Yellow-browed Warbler is a rare autumn vagrant from Siberia and is more often found in trees and scrub along the coast particularly with other warblers and Goldcrests.

Discover Warnham LNR

Team effort to tackle Floating Pennywort at Chesworth Farm

Volunteers from Horsham Green Gym and Friends of Chesworth Farm recently joined forces with the HDC Countryside Wardens, staff from the Arun & Rother Rivers Trust (ARRT) and Environment Agency (EA) to tackle an infestation of the aquatic plant Floating Pennywort (*Hydrocotyle ranunculoides*).

Floating Pennywort is a native plant of the Americas, thought to be first introduced to British waterways in the 1980-90s. Used as an ornamental plant, it soon spread. The plant roots in the banks of ponds and rivers with its leaves floating on the water's surface but each of its shoots can grow as rapidly as 20cm a day. This shades and slows the water which causes oxygen loss in the water, kills fish and invertebrates and affects native plants.

Luckily within a year of discovering a small raft of the plant on the Arun running through the Farm we were able to recruit the help and advice of our friends at ARRT and EA and remove the bulk of the vegetation. Another small clean up task will be required this autumn and then the area will be regularly monitored to make sure it does not return.

(Picture courtesy of Tim Thomas)

Discover Chesworth Farm

Celebrations for award winning Horsham Park

Horsham Town Centre's iconic Horsham Park has been recognised by the prestigious international Green Flag Award Scheme 2020/21.

The Green Flag Award scheme, managed by environmental charity Keep Britain Tidy recognises and rewards well-managed parks and green spaces, setting the benchmark standard for their management across the UK and around the world.

Commenting on this success, the Council's Cabinet Member for Leisure and Culture Cllr Jonathan Chowen said:

"My thanks go out to our parks and countryside team, our partners, Friends of Horsham Park and Denne Neighbourhood Council in encouraging us to apply, and to the army of volunteers who have worked tirelessly and contributed so much to have achieved this accolade."

Read the Green Flag Report

Stay connected

Parkside, Chart Way, Horsham,
West Sussex,
RH12 1RL

Horsham District Council

Email dated 26.10.2020 from Sussex Police
National Uninsured Drivers Week

In the know Surrey and Sussex

Sussex Police

Priority: 5 4 3 2 1

FORCE UPDATES

National Uninsured Drivers Week

Know your policy. Surrey Police and Sussex Police are clamping down on uninsured drivers during week of action.

Motorists across Surrey and Sussex are being urged to check their insurance policies as police officers clamp down on uninsured drivers during a national week of action.

Operation Drive Insured is running during the week Monday 26 October to Sunday 1 November with the aim of educating motorists on the consequences of uninsured driving or riding.

The week of action is part of a nationwide operation in partnership with the Motor Insurers' Bureau (MIB).

Chief Inspector Michael Hodder from Surrey Police and Sussex Police said: 'Unfortunately there are a small number of people who believe it is acceptable to drive without vehicle insurance, or fail to maintain up-to-date documentation."

Driving without insurance is a serious offence which can result in disqualification from driving, a minimum of six penalty points on your licence and a fine of up to £5,000.

Drivers who are caught driving without insurance may face the prospect of having their vehicle seized at the roadside.

"We want to send out a clear message to everyone that there is simply no excuse for driving without insurance. We have a variety of tools which allow us to quickly identify whether a vehicle is insured or not, and will ensure those who do not have insurance are kept off the roads."

To find out more about the campaign led by the Sussex Safer Roads Partnership, visit www.sussexsaferroads.gov.uk.

Message Sent By
Sussex Police (Police, Force-wide message, Sussex)

To reply or forward this email please use the buttons below or these links: Reply, Rate, Forward / Share.

Reply Rate Share Print Settings

Email dated 26.10.2020, from Age UK
Rural Development Update

Good Morning all,

I updated you last week with the news that Nicky Fuller is leaving, so I wanted to ensure that I keep you all up to date with what is happening at Age UK, Horsham Locality as we look to recruit a new Rural Development Outreach Worker and expand the work that we do across Horsham District.

As Development Manager at Age UK in Horsham, my focus and time is divided as follows; around 30% focus on Lavinia House and 70% focus on Horsham District, which is a significant change from previously when everything was much more based around our centre in Horsham. The Rural Development Outreach Worker and our Village Agents are key to helping us achieve this, so we are looking to recruit Nicky's replacement as soon as possible.

Our primary focus is to reach as many older people as we can across the Horsham district through collaboration with other organisations, working in partnership where we can and adding value to services that are already in place. Now that we have successfully reopened Lavinia House, we are pulling together a variety of resources, ideas and support that we would like to share with older people across the Horsham district as we go into winter, a time that we know is often difficult and lonely for older people and we need your help to do this.

If you are interested in finding out more about what we are looking to do and would like to collaborate with us, please do get in touch. I have some exciting partnership news to share with you this week, so watch this space!

Take care and stay safe 😊
Very best wishes, Stacey

Stacey Cullen, Development Manager, Age UK West Sussex, Brighton & Hove
Lavinia House, Dukes Square, Horsham, West Sussex RH12 1GZ
T: 01403 260560 or M:07817 845718
stacey.cullen@ageukwsbh.org.uk www.ageuk.org.uk/horshamdistrict

Email dated 27.10.2020 from HDC
Business: Buy Local campaign | Employment and job support | Face coverings and visors in close contact businesses | Christmas marketing campaign | The UK transition from the EUe latest guidance and advice for businesses about coronavirus (COVID-19), updates about Council services and actions being taken.

Business support and information From Horsham District Council

Get involved with the Buy Local campaign

We're launching a new campaign, Buy Local, to encourage residents to support local businesses by buying local where possible, while also helping local businesses who have continued to work tirelessly throughout the lockdown to deliver vital services.

Follow the button below to find out about the initiatives that you can get involved over the coming months.

Get involved

Face coverings and visors in close contact businesses

If you own, or work in, a close contact business, such as a hairdressers, barbers, tattooists or sports and massage therapists, you must wear both a face covering and a visor to help protect customers from the transmission of COVID-19.

Visit the GOV.UK website for face covering exemptions.

For full guidance about working safely in close contact services visit the GOV.UK website.

Employment and job support

Government Kickstart Scheme

The **Government's Kickstart scheme** has been launched and employers are starting to offer up placements for young people across the country. The Council is not currently able to offer placements itself, but is working with the local Jobcentre Plus in offering support to local businesses with opportunities.

The Kickstart scheme is designed to provide young people (16-24) 6 month paid placements in newly created roles, with the Government footing the wage costs for that period. There is additional funding to support training.

Find out more

Employment support for residents

The Council is keen to provide advice and guidance to as many unemployed local people as possible and currently operate the **Journey to Work** and **WISH** support schemes for anyone who needs support.

Coming soon: Y-WISH youth employment support hub

The Council has also been provided with some funding to set up a Youth Employment Support Hub, to be called Y-WISH, for any young people in the District needing help finding work.

We need your help

All our projects need employer engagement to be successful. If you are an employer who can support with jobs, apprenticeships, Kickstart placements or any other work-related opportunities (Volunteering and Work experience), or you can offer mentoring or advice to jobseekers, please **email Leigh Chambers** or call 01403 215264.

Christmas marketing campaign for hospitality and tourism businesses

Experience West Sussex are launching a new campaign to support hard-hit hospitality and tourism businesses in the run up to Christmas. Join The Big West Sussex Christmas Spree

#ShopSussex by sharing your festive offers, images and videos by email **getinvolved@experiencewestsussex.com.**

They will be added to a new website section with a gallery of the finest West Sussex products from food and drink, to arts and crafts, tourism attraction tickets, vouchers, bookable experiences, creative courses, great accommodation offers and county-wide shopping events and craft markets (subject to guidelines).

More information will be available on the Experience West Sussex website soon.

The UK transition from the EU. Is your business ready?

There are new rules for businesses and citizens from 1 January 2021.

The UK is leaving the EU single market and customs union, and the end of the transition period will affect citizens, businesses, as well as travel to and from the EU.

The Government have made a useful tool to help you get personalised advice for your situation. For example, the tool can help if you employ people from the EU, exchange personal data with another organisation in Europe or bring in goods from EU countries.

Start now

Webinars and training

VisitBritain are continuing their business recovery webinar series. You can also watch recordings of previous webinars so you won't miss a thing!

- ‘Destination marketing in the new normal’ **5 November**
- ‘Micro-businesses – building towards recovery’ **24 November**
- ‘We’re Good to Go - what we’ve learnt and what’s next’ **26 November**
- ‘Content creation’ **8 December**

Book spaces

Email dated 27.10.2020 from HDC
Latest news: 'Remember at home' on Remembrance Sunday | New play area for Horsham Park | Spook safely this Halloween | Meet your Neighbourhood Wardens | Storrington residents and store support vulnerable people

Latest news and information

‘Remember at home’ on Remembrance Sunday this year

The Council is following government guidelines and urging the public to pay tribute to the fallen by staying at home this year.

For the first time the public annual Remembrance Sunday service in Horsham’s Carfax to honour those who gave their lives will not take place.

A small representation will take part in a socially distanced, closed wreath laying ceremony which will be shared with the public on 11 November on the Council's website and social media channels.

Read more

New play area for Horsham Park

An exciting new play area for Horsham Park was put through its paces as pupils from Kingslea Primary School enjoyed the chance to test out the new adventure trail and play equipment last week.

The new improved play facilities, aimed primarily at eight to 11 year olds, are part of an upgraded development by the Council which opened on 24 October just before the half-term school holidays.

Read more

Spook safely this Halloween

Following government guidelines, the Council is encouraging people to celebrate Halloween safely this year, helping to save lives by preventing the spread of the coronavirus.

Many Halloween traditions such as trick or treating carry a risk. This Halloween, please stick to a safer way of having fun. Rather than going out to different households, think about marking Halloween by hosting safer parties indoors.

Visit our website using the button below for loads of safe Halloween activities to enjoy.

Safe Halloween activities

Meet your Neighbourhood Wardens

Based within the community, your neighbourhood wardens work to improve the quality of life for everyone and promote community cohesion and resilience.

Watch our new video to find out more about the work they to do help support your communities.

Watch video

Storrington residents and store help local vulnerable in need

After the Storrington Community Hub was set up during the COVID-19 lockdown, it became evident that there were local residents who wished to donate money to support other Storrington residents in need.

Read more about how the Storrington Community Hub, Storrington & Sullington Community Partnership, the local Waitrose store and Storrington-based Neighbourhood Wardens raised a total of £750 in Waitrose vouchers that will be distributed locally to the vulnerable in need.

Read more

Email dated 30th October 2020, from HDC
Horsham District Council Statement of Community Involvement (SCI) 2020

I am writing to advise that Horsham District Council formally adopted the Statement of Community Involvement (SCI) on 24 September 2020.

A copy of the SCI and the Adoption Statement are available to view on our website:
https://www.horsham.gov.uk/planning/planning-policy/statement-of-community-involvement

If you have any queries in relation to this please do not hesitate to contact a member of the Strategic Planning Team on 01403 215398 or strategic.planning@horsham.gov.uk

Kind regards

Strategic Planning Team

Telephone: 01403 215398
Email: strategic.planning@horsham.gov.uk

Email dated 30th October 2020, from HDC
Horsham District Council response to the Planning White Paper

Dear Parish Chairs and Clerks

We would like to inform you that Horsham District Council has responded to the Government's 'Planning for the Future' White Paper that has recently been consulted upon. We have also been party to a joint response submitted by the West Sussex and Greater Brighton Strategic Planning Board.

You can view and download HDC's response from our website, https://www.horsham.gov.uk/planning/planning-policy/responses-to-government-planning-consultations

We hope you find our response interesting and useful.

Kind regards

Strategic Planning

Telephone: 01403 215398
Email: strategic.planning@horsham.gov.uk

Email dated 30th October 2020, from SSALC
Postponement of WSALC AGM

Circulated on behalf of Trevor Leggo:

Dear Chairman and Clerk

At a meeting of the WSALC Board this morning various issues were raised about the way the AGM will be administered, particularly relating to voting and any recorded votes.

With the likelihood of large numbers in attendance this year a zoom meeting will be a challenge and we need to ensure, as far as possible everything proceeds smoothly; therefore in discussion with the Company Secretary it has been agreed to cancel the AGM on 10th November, issue a new notification and hold the AGM on 2nd December. Further details will be sent out shortly.

I apologise for any inconvenience this may cause to diaries.

Best wishes

Trevor Leggo
CEO, SSALC Ltd

Email dated 30th October 2020 from NALC
Chief Executives Bulletin

Events, dear boy, events…
No not the famous Harold Macmillan quote, but it's been a particularly busy week of notable events at NALC and across the country, with nearly 400 people joining our Annual General Meeting (AGM) and events on health and wellbeing, and hundreds of you responding to the government's consultation on the planning white paper...

NALC AGM 2020
Two historic firsts this week as we held our AGM virtually on 27 October, with part of it live-streamed, here are a few highlights and reflections:

- In his speech, the minister for Regional Growth and Local Government, Luke Hall MP, thanked the sector for inspirationally stepping up during pandemic, recognised the impact on council finances and restated the government's expectation for principal councils to support local councils, confirmed the government would consider extending remote meetings, remains committed to publishing a devolution and recovery white paper including an empowered role for local councils, and proposes to close a loophole on parish polls being held before May 2021. You can watch the speech again **here**.
- I was pleased the leading local government magazine LGC covered the minister's speech quite extensively in this story **here**.
- There was unanimous support for a statement on the planning white paper calling on the government to ensure the sector has a strong role in the planning system.
- Our **Annual Report and accounts** were approved, including the affiliation fee for 2021/22 of 7.42 pence per elector with a cap of £1,900 for larger councils

Health and wellbeing series of events
Another first for us this week was holding four events on the theme of health and wellbeing, as part of our Rebuilding Communities series of online events. We were joined by a plethora of really engaging and knowledgeable speakers offering insights and practical advice on health challenges during and beyond the pandemic, partnership working, hidden disabilities and mental health. We'll be sharing more information next week including presentation slides and adding new resources to our dedicated **health and wellbeing webpage**. A huge thank you to NALC's partners BHIB Councils Insurance, CCLA and Blachere Illumination, for their support, and also to Came and Company, Centre for Ageing Better, Epilepsy Society, HAGS and Parish Online, who also sponsored this week's events.

Launch of PM backed dementia guide
At this morning's online event on Local Councils and Hidden Disabilities, I was thrilled that NALC, alongside the University of Plymouth, published our ***Dementia-Friendly Communities* guide**. The guide has been **endorsed by the prime minister, Boris Johnson MP, in this letter** and encourages all local councils to implement dementia-friendly practises. It is fantastic to see that the good work of our councils has been supported by the prime minister and I look forward to seeing the legacy of this guide in caring for the most vulnerable in our community! You can also read more in our news story **here**.

NALC responds to planning white paper
This week we **urged the government to keep communities at the heart of planning** in our response to the consultation on the white paper. We argued that the current proposals would result in a democratic deficit in planning and would not tackle the key issue of housing supply, leading to a slow-down in the delivery of more housing. However, there are some points in the white that NALC does welcome, including the need to strengthen neighbourhood planning and to put more emphasis on building design. Thank you to everyone who responded to our own consultation which helped us develop our own response.

County officer's forum
I was delighted to join the county officer's forum for part of their meeting on 28 October, whose agenda included a presentation from our partners CCLA, borrowing, CiLCA training, finance and VAT.

October Tree Charter newsletter
The theme of **October's Tree Charter Newsletter** is biodiversity, with our stories focussing on how Hassocks Parish Council, Lyndhurst Parish Council and Matlock Town Council are planning ahead to protect their communities from climate change and safeguard their green spaces. Do let us know what you are doing to protect trees and woodland at **policycomms@nalc.gov.uk**.

New neighbourhood planning research
My top long-read this week was the long-awaited report on **The Impacts of Neighbourhood Planning** by the University of Reading. Conducted between September 2019 and March 2020, this extensive research project surveyed councils, consultants, the development industry, as well as both communities who have completed a neighbourhood plan and those who have struggled to complete their Plan. Its findings are organised by six research objectives: development impacts and housing supply, other development impacts (including quality of development), decision-making and investment, community attitudes and engagement, the influence of geography, success factors and common barriers. I was struck by the fact that less than 10% of designated neighbourhood areas are forum-led, in unparished as well as urban areas, and the majority of planning authority areas with no neighbourhood planning activity is in urban areas. As we told the housing minister at a recent roundtable event, in order to extend neighbourhood planning it needs strengthening and plans protecting, and by setting up new local councils everywhere!

Standards consultation
The Committee on Standards in Public Life has issued a new **consultation** (login required) as part of its review into the institutions, processes and structures in place to support high standards of conduct. We will be building on our previous submissions to the Committee and responding, so please let us know your views to **policy.comms@nalc.gov.uk** by 4 December.

And finally…
Next week sees the reintroduction of the Environment Bill to Parliament for its Committee stage in the House of Commons. We've briefed Parliamentarians on the part an increasing number of you are playing to tackle the climate emergency and create a greener, more environmentally friendly and sustainable communities. We also call for the Bill to be more community-friendly through a role for councils in Local Nature Recovery Partnerships and with new powers and funding.