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# Horsham Town Policy Development Advisory Group

Wednesday, 25th January, 2023 at 5.30 pm  
Via Remote Access

The Access to Information Procedure Rules are not applicable to Policy Development Advisory Groups and members of the public may not attend. Members of the Council who are not members of the Policy Development Advisory Group may attend and may speak, both at the discretion of the Chairman and subject to providing advance written notification to the Chairman of the meeting and [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)

Councillors: Christian Mitchell (Chairman)

Andrew Baldwin  
Toni Bradnum  
Karen Burgess  
Peter Burgess  
Christine Costin

Jon Olson  
Stuart Ritchie  
David Skipp  
Ian Stannard  
Clive Trott

You are summoned to the meeting to transact the following business

Jane Eaton  
Chief Executive

## Agenda

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	Page No.
1. <b>Apologies for absence</b>	
2. <b>Notes of previous meeting</b>	3 - 4
To receive the notes of the meeting held on 20 September 2022.	
To receive the following items relating to the policy development process:	
3. <b>Queensway/Queen Street Consultation</b>	5 - 6
The Group will receive feedback on the results of the residents and business consultation and asked to consider recommendations for a final scheme design.	

4. **Town Centre Vision Schedule**

7 - 8

The Group will receive an update on what has been achieved and future proposed schemes.

5. **Carfax and Town Centre Street Furniture**

The Group will be asked to consider proposals to refresh Town Centre street furniture.

To receive the following service updates:

6. **Bishopric/Worthing Road Public Realm Upgrade**

The Group will receive an update on the proposed design and delivery programme.

7. **Forum Fountains Upgrade**

The Group will receive an update on the proposed upgrade.

8. **Coronation Clock - West Street**

The Group will receive an update on current progress to restore the clock and its re-installation.

9. **Forward Plan Extract for the Horsham Town Centre Portfolio**

There are no items on the current forward plan.

**Horsham Town Policy Development Advisory Group**  
**20 SEPTEMBER 2022**

Present: Councillors: Christian Mitchell (Chairman), Toni Bradnum, Karen Burgess, Peter Burgess, Christine Costin, Jon Olson, David Skipp and Ian Stannard

Apologies: Councillors: Andrew Baldwin, Stuart Ritchie and Clive Trott

21 **NOTES OF PREVIOUS MEETING**

The notes of the meeting held on 13 July 2022 were received by the Group.

22 **QUEENSWAY/QUEEN STREET JUNCTION AND PUBLIC REALM IMPROVEMENTS**

The Senior Projects Engineer updated the Group on the Queensway to Queen Street junction public realm improvements.

The Council had received several complaints regarding parking in this area, especially with fast food delivery vehicles parking on the pavement and blocking pedestrian access.

West Sussex County Council (WSSCC) had been consulted and it was agreed that the issue was predominantly with short-term parking that was hard to enforce with new road markings and signage.

A proposal had been put forward to engage with the local businesses to introduce a designated scooter parking area, and to provide a street scene refresh surrounding the junction. The next steps would be to consult the Neighbourhood Council and further consult WSSCC regarding this proposal.

23 **CARFAX MARKET CONTRACT**

The Economic Development Officer provided an update on the Carfax Market Contract for the Group.

The contract had been put out to tender and was at the point of award. A report on the contract would be considered at the Cabinet Meeting on 24 November, with a three-year contract scheduled to start in January 2023 with an option to extend for a further year.

24 **FORUM WALK, BLACKHORSE WAY CROSSING AND WEST WALK  
IMPROVEMENT WORKS**

The Corporate Project Manager provided the Group with an update on progress being made with the Forum Walk, Blackhorse Way crossing, and West Walk improvement works. Members were supportive of the choice of pavements for the area, and noted that the works were due to be completed in November 2022.

25 **FORUM FOUNTAINS OPERATION**

The Corporate Project Manager provided an update on the Forum Fountains. There had been a very positive public response when the fountains became operational again in April 2022.

Members raised some concerns regarding the glare caused by the pavements surrounding the fountains. Officers confirmed that the pavements would be replaced as part of the fountain upgrade with a surface that would provide sufficient slip resistance. It was suggested by Members that a darker coloured pavement could be used to reduce glare and better delineate the fountain area.

26 **FORWARD PLAN EXTRACT FOR THE HORSHAM TOWN CENTRE  
PORTFOLIO**

Members noted the content of the Forward Plan extract.

*The meeting closed at 7.13 pm having commenced at 5.30 pm*

CHAIRMAN

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