

-HARTING PARISH COUNCIL

MINUTES

Minutes of the Meeting of Harting Parish Council held in the **Harting Community Hall, Pease Croft, South Harting** on **Thursday 11 July 2019 at 7.30 p.m.**

Present: Mr Shaxson (Chair), Mr Bonner, Mrs Curran, Mrs Dawson, Mrs Gaterell, Mr Johnson Hill, Mr Mackay, Mrs Martin, Mr Miller and Mr Palmer.

In attendance: Mrs Walker (Parish Clerk).

There were two members of the public in attendance.

98. Apologies for absence: Mrs Bramley.

99. Declarations of Interest: None

100. Simon Craig National Trust Tree Warden

The Chairman welcomed Simon Craig and thanked him for coming to the meeting. Mr Craig outlined progress since the tree works were carried out at Kill Devil Copse in 2018. Further clearing work had been undertaken to remove brash from around the area behind the car park and the brash along the roadside had been cut to allow it to sit better. He highlighted the rapid advance of ash dieback in the area which will be necessitating works to the area of Hill Lane once funding can be arranged.

Mr Craig was asked about the copse at the top of Millers path, and he confirmed that the ash within this group of trees would need to be felled as they are alongside the Southdowns Way. These ash trees will not be replaced, but natural regeneration will hopefully ensure the copse continues to be a visual landmark.

Mr Craig agreed to keep the community informed about this.

101. Minutes from Meeting held on 20th June 2019 .

The minutes were approved and following an adjustment to the date to read 20th, were signed by the Chairman as a true record.

102. Questions from the Public

There were no questions from the public.

103. Matters of Urgent Public Importance – raised with consent of the Chairman.

None.

104. Reports from the County and District Councillor

Dr O’Kelly (County and District Councillor) was unable to attend the meeting and her written report had been circulated to councillors prior to the meeting.

Dr O’Kelly confirmed that on July 10 2019 WSCC Environment Communities and Fire select scrutiny committee will be discussing the recent inadequate report for the fire service.

The budget for 2020/21 is being scrutinised as WSCC are planning to find another £27.9m of savings. Areas to be considered will be reduction of services such as libraries, subsidised bus fees, housing related support and waste recycling sites.

The bus group continues to meet and there has been good dialogue between SDNPA and Stagecoach regarding promotion of services. The group may discuss options to request contributions from parishes to subsidise threatened routes.

The District Council section of the report referred to the bid placed by Chichester District for a government bid for Electric Vehicle charging points.

A member of the council highlighted concerns that given the required cuts to WSCC budgets, that monies should not be diverted away from adult services in favour of possible leisure events.

105. Tree Working Group Report

Mrs Bowman, a member of the Tree Working Group (TWG) reported on the progress of the Tree Working Group since the last meeting.

Petra Billings has produced a draft Woodland Management Plan (WMP) which details the need for the ash removal in the Warren and South Gardens. She will liaise with Natural England regarding any required works in the SSSI area, and also the Forestry Commission application for a felling licence. The WMP suggest thinning of some of the woodland, and it is suggested that this work is carried out by the contractor who is successful in the bid for the ash tree removal.

The draft tree hazard survey received on 3 July 2019 recommended the felling of all the ash trees in the Warren and South Gardens as well as four non ash trees which are considered dangerous.

The TWG met with contractors who have the facility to fell the trees within the difficult terrain as well as having the ability to buy the timber. This ensures the Council covers as much of the felling cost as possible. The contractors had provided quotes including the felling of all ash trees in the Warren and South Gardens, traffic management costs, thinning of additional trees and creation of a bund to secure the entrance to the Warren following the works.

Contact has been made with the neighbouring landowners regarding access permissions. An article was placed in the Parish Magazine to inform the public of the tree works and the likely impact as there will be necessary highway and footpath closures during the works. The Diggers School and the Scouts had also been informed of the likely timing and impact.

It was noted that despite great progress being made in the previous two weeks there were still some outstanding timing concerns surrounding the granting of the Felling Licence and road closures which all need to be in place if the work is to be completed by the end of September 2019.

The Council considered the quotes detailed in the Tree Working Group report. Contractor A was a 'timber consumer' and was able to provide a cost for the complete removal and use of the brash as well as the timber. The estimated timber tonnage and price quoted, and guaranteed, by Contractor A was also substantially more than Contractor B. The members agreed that contractor A should be chosen as there would be a net income to the Council, and the area would be clearer after the works.

The proposals were considered. An amendment was proposed to add the words "*subject to the necessary due diligence*" to the proposal (ii) which read:

"To consider the quotes for dealing with felling of all ash trees in the Warren and South Gardens and to decide which one to accept "

The amendment was agreed.

A further amendment was proposed to add the words “of up to £4750” to proposal (v) which read:

“To note that there may be other relatively minor tree works which it would be financially advantageous to have done and to consider allocating a contingency sum to be used at the discretion of the Tree Working Group”

The amendment was agreed.

The following proposals, including substantive proposals (ii) were then agreed:

- i. *To note the report*
- ii. *that Contractor A option (i) , subject to the necessary due diligence, was chosen to deal with the felling of all ash trees in the Warren and South Gardens*

Proposal (iii) and (iv) were not considered as these costs had been included in the quote of contractor A.

The following proposals, including substantive proposals (v) were then agreed:

- v. *To note that there may be other relatively minor tree works which it would be financially advantageous to have done and to consider allocating a contingency sum of up to £4750 to be used at the discretion of the Tree Working Group*
- vi. *To delegate responsibility to the Play and Open Spaces Advisory Committee (POSAC) for deciding how to secure the Warren immediately following completion of the tree works and to consider allocating a budget not exceeding £2,000 to enable POSAC to appoint an appropriate contractor if required*

106. Aims and Objectives Working Group (AOWG) Report

Mrs Gatterell reported that the Aims and Objectives Working Group had met and discussed the possible aims of the Parish Council over the next 4 year term. The aim is for the Council to be in a position to be able to plan ahead and ensure the best use of resources. The plan will build on work done, work underway and any future issues likely to arise.

There are a number of legislative developments which will bring forth further requirements for transparency and accountability at a local level, and these need to be drawn into the plan.

Emphasis will be placed on communication and engagement with the community, and this may be achieved by surgeries and encouraging a greater attendance at the Annual Parish Meeting.

The Working Group will develop a draft plan to present to the Council meeting on 19 September 2019.

The following proposal was agreed:

To note the report.

107. Annual Play Equipment Inspection

The clerk reported that the annual play equipment inspection was due, and it was hoped that three quotes would be available for consideration at the July meeting. However, it was proving difficult to find companies or contractors to provide quotes and at the time of the meeting only one quote had been received.

The members agreed that the clerk and the chair should agree the contractor once the three quotes were received to enable the inspection to be carried out over the summer period.

The following proposal was agreed:

that the Clerk and Chair consider the quotes, when available, to enable the inspection to be completed during the summer period and enabling a report to be presented to the Council meeting on 19 September 2019.

108. Finance

108.1 It was agreed that the following payments should be made:

Undisclosed	Clerk & RFO Salary - July	761.09
Chichester District Council	Cost of Parish Election	1,320.41
SSALC	Councillors Training 2	168.00
Debra Harknett-Godfree	Accounting advice - year end accounts	78.75
Debra Harknett-Godfree	Bookkeeping- Harting Community Hall	271.58
RJ Playground Services Ltd	New slide & removal of old slide	5,580.00
M H Kennedy & Son Ltd	Grass cutting	322.40

109. Bank Reconciliation for July 2019

It was noted that the bank reconciliation had been scrutinised and signed by the Chairman of the Finance Committee. The Chairman of the Council then signed the reconciliation in accordance with the Council's Financial Regulations.

110. Bank balance as of 30 June 2019 – £45049.18

Noted

111. Budget statement for June 2019

Noted

112. Highways and Byways Advisory Committee (HABAC)

The unconfirmed minutes of the HABAC held on 19 June 2019 were noted.

113. Correspondence

The clerk had received a letter asking the Parish Council to give consideration to environmental issues. It was agreed this could be considered at the AOWG meeting.

114. Clerks report

The clerks report was noted and it was agreed that the meeting with Hyde Housing should be given high priority, and the Meeting Room Working Group should produce a report for the September Council meeting.

115. Items for future meetings

Aim and Objectives Working Group Report

Meeting Room Working Group Report

Car Park Working Group Report

Tree update

116. Date of next meeting Date of next meeting - Council Meeting 19 September 2019 at 7.30pm.

The meeting closed at 8.45 pm.