

HARTING PARISH COUNCIL

Minutes of the meeting of the **Highways and Byways Advisory Committee (HABAC)**
held at **7.30 pm** at **Noddswood, Ditcham** on **Wednesday 14th November 2018**

Present: Anthony Palmer (Chair), Andrew Shaxson, Sheila Bramley, Nigel Johnson-Hill and Simon Powys Maurice

In attendance: Trish Walker, Parish Clerk

1. Apologies for absence: None.

2. Declarations of Interest: None.

3. Membership of Committee – Appointment of non-councillor members

The committee had been established following the Council meeting on 20th September 2018. The committee can have up to 8 members consisting of 5 councillors and 3 members from the community.

One member of the community has shown interest in joining HABAC and the committee were pleased with this, however, felt that the community members should be agreed after an article has been published in Harting News asking for volunteers.

It was agreed that it would be good to have a community representative from the Nyewood area of the Parish.

Action: Chair to write article for the Parish News

Clerk to contact member of community to outline the procedure

4. Winter Management Plan

The updated Winter Management Plan (WMP) was considered.

The Plan details the procedure to be followed in severe winter weather conditions, in particular the distribution of Hippo bags of salt.

It was noted that WSCC are able to pay farmers for clearing local roads, but there were no local farmers willing to do this, most likely due to the risks involved. However, Ryefields Farm is happy to store and distribute the salt bags when required.

The maps showing the placement areas for the bags were reviewed, and it was agreed that an extra bag should be placed at the school end of Tipper Lane. This would give a total of 9 bags around the Parish; 5 in South Harting, 2 in Nyewood, 1 in East Harting and 1 in West Harting.

The bags should only be put out when absolutely necessary as they tend to be left where they are distributed and the salt deteriorates when it gets wet.

The WMP contains details of a Parish Emergency Committee which needs a co-ordinator for each area of the Parish. Representatives were previously agreed at a Council meeting, this information should be added to the Plan.

The emergency contact numbers for utilities and other organisations will need to be updated.

The committee discussed the provision of help and care for the members of the community that may struggle in severe weather conditions. It was agreed the HABAC article in the Parish News should give details of the Plan and ask if there are any people that might wish to be aided in severe weather circumstances. This area of the plan will need to be developed as information is gathered. It was agreed that some of the local carers agencies would be approached to see how they operate in extreme weather conditions.

Action: Clerk to update map to show salt bag drops.

Chair to write article for Parish News

Chair to draft leaflet for distribution to Lunch Club and Churches regarding help in extreme weather conditions

Clerk to find Emergency Committee names

S P-M to update the emergency contact numbers for utilities and contact care agencies

5. Flood Prevention plan

The committee discussed the various flood implications for the Parish and how they might be alleviated. Many of the problems result from blocked drains and grips which need to be regularly cleared. The footpath leading to the School is also prone to flooding if the grill gets blocked.

It is possible the lengthsman may be able to help with some of these areas, as well as members of the community.

HABAC agreed to develop a Flood Prevention Plan which will identify the vulnerable points and plan how to keep them as clear as possible.

The committee also noted that a sum of £1820.45 was ring fenced in the Council accounts for Operation Watershed, to help prevent flooding.

Action: A Shaxson to develop draft Flood Prevention Plan

6. Foothpaths

Mr Johnson-Hill is the foothpath representative for the Council and monitors the paths in the Parish, with help from some community members. Any issues are then reported to the farmer responsible or to WSCC.

It was agreed that a sub-committee should be created with non-council representatives from West Harting, East Harting (monitors already exist for South Harting and Nyewood) who would report to Mr Johnson-Hill. The sub-committee will report back to HABAC.

Two members of HABAC had attended the local Pathwatch meeting, but felt it did not provide any information useful to the Parish.

Action: Chair to include request for monitors for Nyewood and East Harting in the Parish News article.

7. Highways

Traffic Working Group

This group has already been established by the Council to investigate traffic issues in South Harting. Although it is effectively a sub-group of HABAC, decisions and recommendations will be taken directly to the Council as agreed when the group was set up. The group will provide updates at HABAC meetings.

Traffic issues in the rest of the Parish

HABAC will be responsible for the traffic issues that arise in the rest of the Parish. At present there are no known problems.

Fingerposts

The fingerposts in the Parish are in need of attention. Some posts have been adopted by members of the community, others need to be repaired and refurbished by the Council. This is something that could be put forward for the 2020/21 budget, although some work may be more urgent.

Action: clerk to collate information on fingerposts to update HABAC at next meeting.

Potholes

This is an ongoing problem in the Parish and it is important to encourage members of the community to report potholes to WSCC.

Action: chair to include details of how to report potholes in the article for the Parish News

8. Funding Report

HABAC noted the need for committees to feed information into the Council's 3 year budget plan, and will aim to feed into the next budget to be collated in September 2019.

9. Any other business

It was noted that the HABAC ToR's need to be uploaded to the Parish website.

10. Date of next meeting

The next meeting will be held on Monday 28th January 2019 at 7.30pm at Ivy House, South Harting.