

## **HARTING PARISH COUNCIL**

### **MINUTES**

Minutes of the Parish Council Meeting held in the **Harting Community Hall, Pease Croft, South Harting** on **Thursday 17th November at 7.30 pm.**

**Present:** Mr Shaxson (Chairman and District Councillor), Mrs Bramley, Dr Bowman, Mr Healey, Mr Bonner, Mrs Dawson, Mr Stuttaford, Mr McAra (County Councillor)  
**In attendance:** Mrs Walker (Parish Clerk).

There was 1 member of the public in attendance

**169. Apologies for absence:** Mr Powys Maurice, Mrs Gammon, Mr Johnson-Hill and Mr Barnard

**170. Declarations of interest:** None

**171. Minutes from Meeting held on 20<sup>th</sup> October**  
The minutes were approved and signed by the Chairman as a true record.

**172. Questions from the Public**  
None

**173. Matters of Urgent Public Importance**  
None

**174. Reports from County and District Councillors**  
Councillor McAra had launched a campaign whereby pensioners and pregnant woman could receive a flu jab free of charge. He confirmed that the road repairs in Hollist Lane should be imminent, and asked the Chairman to let him know if the work wasn't completed in the next 2 weeks. He spoke about a "pavement fund" which is held by the County Council, Parishes are being encouraged to apply for funds to repair or provide footpaths. He also noted that he had received an email from a parishioner regarding the cancellation of the monthly amenity vehicle in the village. He would like to know how well the vehicle had been used, and also the impact on the residents since its cancellation. He noted that the scheme led by LEP (local enterprise partnership), helping businesses to get fast broadband was still running. Councillor McAra left the meeting.

Councillor Shaxson spoke about the 3 month review of the leisure facilities in Chichester. The facilities have been taken over by Sports Leisure Management on a 10 year contract. First results are good and suggest 30% increase in use, and 20% increase in membership by direct debit. The site is currently inspected on a weekly basis by the District Council. Mr Stuttaford asked councillor Shaxson if there had

been any update on the land at the Grange in Midhurst. Mr Shaxson confirmed that it was currently out to tender.

***Clerk to investigate the County "pavement fund".***

***Chairman to contact councillor McAra if Hollist Lane work isn't completed.***

***Clerk and Chairman to discuss how to gain parish feedback regarding the utility vehicle***

**175. Repair of footpath lights**

The chairman reported an incident of vandalism that had left a light on the footpath in a dangerous state. The clerk in consultation with the Chairman agreed the emergency repair of the light which cost £150.

***The following recommendation was agreed:***

***The Council agreed the repair and the associated cost.***

It was also noted that the footpath had some areas which needed attention. A parishioner had recently fallen and hurt themselves as a result of this. The Highways Authority had subsequently come out and marked the footpath for repair. The footpath surface is the responsibility of the Highways Authority.

**176. RFO Update**

The councillors noted that the Clerk has effectively taken over the role of RFO for the Council, but that the support of Debbie Harknett-Godfree would be retained for advice, year end reports and budgets.

***The following recommendation was agreed:***

***The council agree that Debbie Harknett-Godfree's employment as RFO by Harting Parish Council ceases with immediate effect, but that her services as financial adviser are retained.***

**Chairman to confirm this action to Debbie**

**177. Footpath FP2844**

Mr Johnson-Hill provided the council with a report regarding the correspondence he had with WSCC regarding the diversion of footpath FP2844. WSCC had responded saying that they were unable to divert the footpath as it is a lengthy and costly procedure. The County Council have also decided that they will not accept any further applications at this time due to new legislation that is being brought in. The County Council stated that as there is an alternative route to be used by walkers, this would allow them to gain access to the path for the time being.

***The following recommendation was agreed:***

***For the Council to note the response from WSCC***

**178. Harting Minibus**

Mrs Bramley updated the Council regarding the transfer of assets from HMMC to HMCIC. The resolution passed by the Council on 15<sup>th</sup> September 2016 (item 128 ii), confirmed that HPC would formally instruct the HMMC to transfer the assets and

cash to the HMCIC at the appropriate time. The date of transfer will be 1<sup>st</sup> December. As there are some concerns about ongoing liabilities after this date, the initial transfer will be made to the HMCIC for £27,100 leaving £50,000 as an indemnity with the HMMC. This remaining sum will be transferred to the HMCIC on 31<sup>st</sup> March 2017.

Mrs Bramley had drafted a letter to HMMC to this effect, and this will be circulated to councillors and the HMCIC.

Mrs Bramley thanked Mr Waller for all his help and support during the changes.

**Mrs Bramley to circulate copy of letter to Councillors and HMCIC.  
Clerk to send letter to HMMC**

## 179 Finance

a) It was agreed that the following payments should be made:

Debbie Harknett	RFO salary	undisclosed
Trish Walker	Clerk salary	undisclosed
W L West & Sons	Fencing by brook – NHB	£660.00
WMPF	Lengthsman	£477.00
Glasdon UK Limited	Benches – NHB	£999.40
Lewis & Glue	Footpath light repair	£180.00
M H Kennedy & Sons Ltd	Grass Mowing	£154.80

b) The following receipts were noted:

HMRC Refund £3545.80

c) The unconfirmed minutes of the Finance Committee held on 27<sup>th</sup> October 2016 were noted.

***The following recommendations were agreed:***

***i) To approve the re-allocation of funds from 'contingency' to 'office admin' to cover the overspend***

***ii) To approve the following changes in budget headings:***

***To move 'office admin' and 'parish admin' into one heading named 'admin'***

***To show the grants for WMPF and HCH under separate headings***

***To move the budget for 'youth leader' into the contingency fund***

***To move the CAB grant into the general grant heading***

***To include 'salary' and 'pension' as 'staff'.***

**RFO to change headings on the spreadsheets**

## ,0180 Bank reconciliation for November 2016

This was approved and signed by the Chairman.

## 181. Approve the bank balance of 8<sup>th</sup> November 2016 - £62,709.04

Approved

## 182. Planning

The minutes of the planning committees held on 25<sup>th</sup> October 2016 were noted.

**183. Correspondence**

There was one item of correspondence:

A parishioner had emailed the clerk asking if the Council might approach the utility companies with regard to the provision of mains gas.

**Clerk and chairman to discuss a possible response**

**184. Clerks Report**

The clerks report was noted.

**Chairman and Mrs Bramley to review correspondence with Hyde Homes with regards to Furze Meadow play area**

**185. Items for future meetings**

a) 2017/18 Budget

b) Footpaths – Mr Johnson-Hill to produce a report

**186. Date of next meeting**

15<sup>th</sup> December 2016

**187. SDNPA Policy Matter –**

The item was noted and any decision deferred until the meeting on 15<sup>th</sup> December 2016

The meeting closed at 9.25 pm.