

# **HARTING PARISH COUNCIL**

## **MINUTES**

Minutes of the Meeting of Harting Parish Council held in **Harting Community Hall, Peasecroft, South Harting** on **Thursday 21 February 2019 at 7.30pm.**

**Present:** Mr Shaxson (Chair), Mr Healey, Dr Bowman, Mr Bonner, Mr Powys Maurice, Mrs Dawson, Mrs Gammon, Mr Palmer.

In attendance: Mrs Patricia Walker (Parish Clerk)

There were 2 members of public in attendance.

**232. Apologies for absence:** Mrs Bramley and Mr Johnson-Hill.

**233. Declarations of Interest:** None.

**234. Minutes from the Council Meeting held on 17 January 2019**

The minutes were approved and signed by the Chairman as a true record.

**235. Questions from the public**

There were no questions from the public.

**236. Matters of Urgent Public Importance:** None.

**237. Reports from the County and District Councillors**

Dr O'Kelly had sent her apologies to the meeting, but had provided a report which had been circulated to the councillors prior to the meeting. The report confirmed that WSCC have announced they will not be holding a Velo South event in 2019 but are open to approaches from organisations, such as those organising the previously cancelled event, for an event in 2020. WSCC is drawing up a protocol for such events and will be scrutinised fully.

The report confirmed that £300k had been cut from the subsidised bus routes.

Locally, routes 91 and 92 will remain unchanged, but route 54 will have the 7.34am journey from South Harting to Chichester removed from the service.

Dr O'Kelly will be holding a drop-in session at the White Hart, South Harting on 21 March 2019 from 10.30 – 12.30.

Mr Shaxson gave a report as the District Councillor. Chichester District Council (CDC) has made it clear that until they are made aware that proper consultation has been undertaken it will not give approval to an event such as Velo South.

The District Council have sent out invitations for residents to complete a housing survey.

Mr Shaxson had made enquiries regarding the potential purchase of the play area at Furze Meadow, Nyewood from Hyde Housing. CDC are due to meet Hyde Housing on 7 March 2019 when it is hoped that information will be available. .

**238. South Downs Local Plan: Public Consultation on the Main Modifications**

Dr Bowman summarised the various stages of the South Downs Local Plan which had gone to consultation in 2017. The Plan together with a number of modifications were submitted to the Planning Inspectorate in April 2018, one modification was the reversion of the site at Loppers Ash (SD90) to a rectangular plot one acre in area. The subsequent hearings took place in November and December 2018. The hearings relating to the Parish Council's submissions were attended by Mr Shaxson and Dr Bowman who spoke on behalf of the Council.

The Inspector has now proposed eleven changes to the Main Modifications, including a single vehicular access to the SD90 site. The public consultation on the proposed Main Modifications is taking place between 1 February and 28 March 2019.

The Council was asked to consider whether any further representations should be made, bearing in mind that responses can only be made on the soundness and legal compliance, and agreed that it was not willing to undertake further work.

*The following resolution was agreed:*

*the Council considered the revised version of the Main Modifications to the SDNP Local Plan and the associated Sustainability Appraisal (SA) Addendum and Habitats Regulations Assessment (HRA) Statement, and decided not to make any further representation. It would however assist any third party comments and objections.*

**239. South Gardens Access Road**

The clerk confirmed that Surrey Hills Solicitors have made an application to the Land Registry on behalf of the Parish Council to register the land, known as South Gardens and The Warren, transferred to the Council in the 1937 conveyance. The application also includes the registration of the South Gardens access road on the basis of lost deeds.

A decision on the application is expected to take up to two months.

*The following resolution was agreed:*

*To note the report.*

**240. Committee Meeting Room Working Group**

Mr Shaxson reported that the Committee Meeting Room Working Group (CMRWG) had met at the Community Hall on 9 February 2019 to consider the various options for a meeting room.

The loft space above the foyer, although large, was not practical due to cost, access issues and conflict with the play group users.

The space at the back of the Hall, currently used for storage, might give a possible solution as it would be accessible by the public and would be sufficiently in size to hold committee meetings.

The CMRWG were approaching a local builder to provide advice and an idea of cost for such a project.

*The following resolution was agreed:*

*To note the report and to move forward to see what options might be available to discuss with the Hall Trustees.*

#### **241. Annual Parish Meeting**

There was some discussion about the appropriate date for the Annual Parish Meeting and, due to the lateness of the Easter period this year, it was agreed that the Meeting should be held on 12 April 2019 at 7pm, if the Community Hall was available.

*The following resolution was agreed:*

*that subject to the availability of the Community Hall, the Annual Parish Meeting should be held on Friday 12 April 2019 at 7pm.*

#### **242. Advisory Committees**

The members considered the five Council committees: Planning, Personnel, Finance, Play and Open Spaces (POSAC) and Highways and Byways (HABAC) and whether they should meet in public.

Planning is the only decision-making committee with the others being advisory committees. SSALC has confirmed that advisory committees are not required to meet in public.

The current Standing Orders for the council do not differentiate between the decision-making and advisory committees, and so imply that all the committees should meet in public, meaning they have to be publicised in advance and the public can attend and make representations. The Personnel committee is unable to meet in public due to the nature of its role.

The Council considered whether any of the other three advisory committees should meet in public and agreed that they should not.

The Standing Orders and Terms of Reference will need to be adjusted to reflect this decision, and these changes will be considered at the March meeting.

It was confirmed that the minutes of all the committees, with the exception of Personnel, will be posted on the Council's website to ensure transparency.

*The following resolution was agreed:*

*that the following three advisory committees will not meet in public: Finance, Play and Open Spaces, and Highways and Byways.*

#### **243. Noticeboards**

Further to the deferred decision at the Council meeting on 17 January 2019, the clerk sought advice from SSALC to confirm whether it is a legal requirement for a parish council to post notices of meetings on a physical noticeboard. SSALC advised that a board should be used where possible to ensure anyone without internet access is not put at a disadvantage.

The Council considered the proposal that the website should be agreed as the official place to publish notices of meetings held in public, and that this should be reflected in the Standing Orders.

The noticeboard adjacent to the White Hart will continue to be used whenever possible.

*The following resolution was agreed:*

*To agree to the insertion of a new paragraph in the Council's Standing Orders (after para 3d) which clarifies where notices of meetings held in public are officially posted:*

*Notices of meetings held in public will officially be posted with the due notice period on the Council's website. Whenever possible and when the website is known to be unavailable, notices will also be posted on the Council's notice board adjacent to the White Hart, The Street, South Harting, GU31 5QB. Members of the public can also contact the Clerk for information on forthcoming meetings (clerk@harting-pc.gov.uk)*

#### **244. Grass Cutting 2019**

The quote for the grass cutting in South Gardens, for the year 2019, was considered. The quote had increased by £3.50 per cut on the previous year bringing the cost to £138.50.

It was noted that as this was an extension of a previous contract there was no need to consider three quotes (*Financial Regs 11.1(a)iv*).

*The following resolution was agreed:*

*That the quote of £138.50 per cut for South Gardens from MH Kennedy & Son Ltd is accepted for 2019.*

#### **245. Village Litter Picking day**

*The following resolution was agreed:*

- i. the annual Litter Pick Day should take place on Saturday 16 March 2019 at 9.30am meeting at Harting Community Hall*
- ii. that Mr Shaxson will co-ordinate the event with assistance from the clerk*

#### **246. Finance**

**246.1.** It was agreed that the following payments should be made:

Undisclosed	Clerk & RFO Salary	725.52
Harting Community Hall	Footpath light electricity cost	246.15
Surrey Hills Solicitors	Advice re: SG Access Road	564.00
Surrey Hills Solicitors	Registering of S Gardens	880.00
Burley Geach	Retrieval and forwarding of Deeds	79.50
Undisclosed	Lady Traill subscription to parish magazine	18.03

SSALC	Election training course for clerk	48.00
-------	------------------------------------	-------

**246.2.** There were no receipts to note for February.

**247. Bank Reconciliation for February 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.

**248. To note the bank balance as of 31 January 2019 - £73,401.64**

Noted

**249. Budget Statement for 31 January 2019**

Noted.

**250. Planning**

The minutes of the Planning Meeting held on 17 January 2019 and the unconfirmed minutes of 7 February 2019 were noted.

**251. HABAC (Highways and Byways Advisory Committee)**

The minutes of the HABAC Meeting held on 28 January 2019 were noted.

**252. Correspondence**

An item of correspondence had been received from Harting Mens Club in relation to the newly marked parking spaces sited at the end of Church Lane, leading up to the Men's Club. There have been problems with access for the refuse lorry. The clerk will liaise to monitor this.

**253. Clerk's report**

The report was noted, and attention was drawn to the ongoing issue concerning the sewer pipes in the village. Southern Water have confirmed that sections of them are in need of lining and repair and it is anticipated the work will be carried out in 2020.

**254. Items for future meetings**

- Standing Order revisions
- Hedge cutting

**255. Date of next meeting** Full Council Meeting 21 March 2019 at 7.30pm

*As the publicity of the next item might have been deemed prejudicial to the public interest by reason of the confidential nature of the business to be transacted the members resolved that the press and public would be excluded during consideration of the next agenda item, under the Public Bodies (Admission to Meetings) Act 1960 s2.*

**256. Land Ownership issue**

The Council debated this item and agreed the resolutions in the confidential report dated 21 February 2019

The meeting closed at 8.45pm