

HARTING PARISH COUNCIL

MINUTES

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

Present: Mr Shaxson (Chair), Mrs Bramley, Dr Bowman, Mr Bonner, Mrs Dawson, and Mr Palmer.

In attendance: Mrs Patricia Walker (Parish Clerk)

There were no members of public in attendance.

257. Apologies for absence: Mr Stuttaford, Mrs Gammon, Mr Healey and Mr Johnson-Hill.

258. Declarations of Interest: None.

259. Minutes from the Council Meeting held on 21 February 2019

Minute 238 was amended to read

“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.”

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

232. Questions from the public

There were no questions from the public.

260. Matters of Urgent Public Importance:

The Chairman confirmed that he had received a draft letter from a parishioner at 5pm that day. The letter was asking for support from the Parish Council and was written in response to the public consultation on the proposed Main Modifications to the South Downs Local Plan and in particular, the potential access to site SD90 via South Acre.

The members considered the letter but concluded that as the Council had made an argument at the Local Plan hearing in favour of a single access site, support could not be given to the letter.

The following resolution was agreed:

that the Council would not write in support of the response made by a parishioner in respect of SD90 and the vehicular access in New Lane.

261. Reports from the County and District Councillors

Dr O’Kelly (County Councillor) confirmed that she had met with WSCC officers on 13 March 2019 with regard to the Soft Sand Review.

A meeting had taken place in Midhurst regarding the possibility of creating a new GP led frailty hub which would be a joint health and social care initiative for the North Chichester area. The meeting was well attended and it is hoped that the unit might be operational by the end of the year.

Dr O’Kelly also gave an update on the bus services. She was pleased to confirm that the number 54 service running through Harting would remain unchanged, and that an additional service would be running leaving Chichester at 6am. It is possible that parishes benefitting from the subsidised bus service number 54 may be asked to contribute to the cost in the year 2020/21.

Dr O’Kelly confirmed that WSCC would not be scrutinising the Velo South arrangements as previously proposed. However, they have given an assurance that this will be considered in conjunction with the development of a major event protocol due to take place in May 2019.

The Midhurst cycle bypass is still being discussed with Midhurst Area Cycling group and the officers of SDNPA and WSCC.

One of the councillors asked why there was a new 6am bus service, and Dr O’Kelly confirmed that as the bus was travelling from Chichester to Southbourne to commence the normal service run it seemed sensible to carry passengers on that journey.

Mr Shaxson gave a report as the District Councillor. The Council Tax had been set for the forthcoming year, the Parish Council had retained the same level of precept as the previous year, but as the average D band had increased the parish council share had reduced from £60.37 to £59.15 per household.

Mr Shaxson had attended a meeting at the SDNPA (South Downs National Park Authority) where the five year partnership management plan was discussed, this would overlap the Local Plan. Mr Shaxson had suggested that SDNPA might be able

to communicate more effectively with communities by circulating information through parish magazines, and it appears that suggestion might be taken up. The concerns expressed about the ice rink that was in Chichester last winter are similar to those about Velo South. In both cases the decision was made by officers rather than members of the respective Councils after public consultation..

262. Changes to SOs and Committee ToRs

Following the decision at the February Council meeting to agree that advisory committees would not meet in public, the changes to the appropriate Standing Orders for the HABAC, POSAC and Finance were reported to the Council.

The proposals were considered. An amendment was proposed to add the words “the first sentence of” to the original proposal (v) which read:

“To amend paragraph 3 of the Highways and Byways Committee’s Terms of Reference to read:

As an advisory committee, HABAC has no decision-making powers and does not meet in public, but the minutes of its meetings will be posted on the Council’s website.”

The amendment was agreed.

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

i. To amend paragraph 3d of Standing Orders to read:

Meetings of the Parish Council and of committees authorised to make decisions on its behalf shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public’s exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public’s exclusion. Advisory committees and sub-committees shall not meet in public, but their minutes will be posted on the Council’s website.

ii. To amend paragraph 1 of the Finance Committee’s Terms of Reference to read:
The Finance Committee (“the Committee”) is a standing advisory committee of Harting Parish Council and, as an advisory committee, does not meet in public, but its minutes will be posted on the Council’s website.

iii. To remove paragraphs 8 & 9 from the Finance Committee’s Terms of Reference; both paragraphs concern public attendance at Finance meetings..

iv. To amend the section of the Personnel Committee’s Terms of Reference entitled ‘Frequency of Meetings to read

Meetings

1. *Meetings will be convened as and when necessary.*

2. *As an advisory committee, the Personnel Committee does not meet in public and, due to the nature of its remit, minutes of its meetings are not made public.*

v. To amend the first sentence of paragraph 3 of the Highways and Byways Committee’s Terms of Reference to read:

As an advisory committee, HABAC has no decision-making powers and does not meet in public, but the minutes of its meetings will be posted on the Council's website.

- vi. *To remove the second sentence of paragraph 9 of the Highways and Byways Advisory Committee's Terms of Reference which concerns public attendance at its meetings.*
- vii. *To insert a new paragraph after paragraph 2 in the Play and Open Spaces Advisory Committee's Terms of Reference to read:*
Being an advisory committee, meetings of the POSAC's are not held in public, but minutes will be posted on the Council's website.

263. Traffic Working Group Update

Mrs Bramley gave an update on the various aspects being considered by the Traffic Working Group.

Community Highways Scheme (20 limit) application

The group had asked the traffic consultant to provide further information in relation to the initial drawings for the proposed Community Highways Scheme which aims to introduce a 20mph speed limit and provide a crossing to South Gardens.

The next stage will be to arrange a meeting with the traffic consultant and WSCC officers to gauge the feasibility of the scheme, and any modifications that may need to be included. The scheme will require community support and, although some initial surveys carried out with local organisations and businesses have been positive, a public meeting will be needed to ascertain the community views. The deadline for applications for the next year is 31st July 2019.

30mph signs at the southern entry to South Harting

WSCC have agreed to the upgrade of the 30mph signs at the southern entry to South Harting to incorporate a yellow background and make them more conspicuous. However, the costs of the new signs will have to be borne by the Council if they agree to replace the signs. The cost is likely to be in the region of £350-£400 as traffic management will be required when the work is carried out.

Speed Indicator Device (SID)

There are no suitable sites for permanent SID's within the village, however there are two possible sites for mobile devices. The cost of a SID is in the region of £2800 with additional costs for replacement batteries. There may be options to share the devices with other parish councils.

The Traffic Group will continue to investigate the SID's and will report back to the Council in due course.

The proposals were considered. An amendment was proposed to add the words "such meeting to be as widely publicised across South Harting" to the original proposal (i) which read:

"to authorise the Traffic Working Group to call a public meeting at the earliest appropriate date in order to present its conclusions and to seek the support of the public for the proposed Community Highways Scheme."

The amendment was agreed.

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

- i. to authorise the Traffic Working Group to call a public meeting at the earliest appropriate date in order to present its conclusions and to seek the support of the public for the proposed Community Highways Scheme, such meeting to be as widely publicised as possible across South Harting
- ii. to consider whether the council should agree to funding the replacement of the 30mph signs at the southern entry to the village, and
- iii. if agreed, to authorise the expenditure of up to £500
- iv. to note the Speed Indicator Device report

264. Furze Meadow Update

In May 2018 the Council had agreed to purchase the play area at Furze Meadow from Hyde Housing for the sum of £1 subject to certain positive obligations and restrictive covenants. The heads of terms were sent to Hyde for agreement in June 2018 and following several prompts, they responded in September 2018 stating that the sale was on hold due to a full audit of stock being undertaken by CDC and Hyde to enable the development of a housing strategy.

The audit was completed in January and the result was outlined in correspondence received from Hyde in March 2019. The letter stated *"We have identified potential for development in the wider area and therefore need to revert to offering the play area on a licence basis only while we explore opportunities"*. The letter went on to recognise that a licence basis cannot be considered by the Council as it would prohibit spending public money and negate any eligibility for grants.

The Council noted that this was an extremely disappointing outcome, particularly as the sale had been close to agreement.

Hyde have offered to work with the Council to try and provide an improved play area as was anticipated if the area had been purchased.

The members agreed that a response should be sent to Hyde outlining why the Council still wish to own the site, and giving details of what the Council would expect Hyde to do if this is not an option. This would include; new play equipment, discussions with Council and residents to decide the needs and requirements of the area, and regular mowing and maintenance.

The following proposals were agreed:

- i. to note the report
- ii. to reply to Hyde Housing, with a copy to CDC, confirming why a licence is not an option, and stating this and the other reasons why the Parish Council wish to take ownership.

265. Finance

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

Trish Walker	Clerk and RFO salary	779.52
HMRC	Tax and NI contributions	20.70
WMPF	Payment of Bequest	5,000.00
Trish Walker	Clerks expenses	97.79
Hiscox Underwriting Limited	Insurance repayment (claim paid twice)	1,510.40

Debbie Harknett	HCH bookkeeping Dec-Feb	135.00
Harting Congregational Church	Hall rental 2018/19	140.00
Mill Farm Plants	Replacement Trees – South Gardens	270.00

The payment included on the agenda for Homestart was deferred until the April meeting.

265.2. There were no receipts to note for March.

266. Bank Reconciliation for March 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.

267. To note the bank balance as of 28 February 2019 - £70,215.07

Noted

268. Budget Statement for 28 February 2019

Noted

269. Health and Safety Report

There were no incidents to report.

270. Planning

The minutes of the Planning Meeting held on 21 February 2019 and the unconfirmed minutes of 12 March 2019 were noted.

271. POSAC (Play and Open Spaces Advisory Committee)

The unconfirmed minutes of the POSAC meeting held on 5 March 2019 were noted.

The following proposal was agreed:

that the Council agree to the purchase of various hand tools and equipment to aid the Working Parties up to the value of £500.

272. Finance

The unconfirmed minutes of the Finance Committee held on 12 March 2019 were noted.

The following proposals were agreed:

- i. *that the Council approve a movement of £4k from the "contingency" budget to the "administration" budget.*
- ii. *to note that the Finance Committee have reviewed the Risk Assessments for Litter Picking and Volunteers.*

273. Correspondence

A letter had been received from a local farmer regarding the hazards and problems caused by overgrown hedges on the roadside. The letter contained various suggestions which the Council might encourage to help resolve the problems. The members discussed the various ways forward and identified that this would be an issue primarily for WSCC.

The following proposal was agreed:

that the Council agree that HABAC (Highways and Byways Advisory Committee) should consider the issues raised in the letter and report to the Council.

274. Clerk's report

The report was noted and an update was given to confirm that a local builder will be willing to give advice on the meeting room option.

275. Items for future meetings

Homestart Grant.

276. Date of next meeting

18 April 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.

277. Land Ownership issue

As there was no further information, this item was not discussed.

The meeting closed at 9.03pm