

MEETING OF HARTING PARISH COUNCIL

You are hereby summoned to a Meeting of Harting Parish Council to be held
at Harting Community Hall on
Thursday 20 January 2022 at 7pm

The Press and Public are welcome to attend.

Face masks will be required and social distancing will be observed. Where possible,
attendees are requested to take a lateral flow test prior to the meeting.

Trish Walker
Clerk to Harting Parish Council

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes** - to approve the Minutes of the Parish Council meeting held on 18 November 2021.
- 4. Questions from the Public (limited to 15 minutes in total)** *This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to ask questions for up to 3 minutes, raising concerns or making comments on matters affecting Harting parish. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.*
- 5. Matters of Urgent Public Importance** – raised with consent of the Chairman.
- 6. Reports from the County and District Councillor**
- 7. Climate Change Working Group update** (see supporting document for briefing note)
*The following recommendation is made:
To note the report*
- 8. Electric Vehicle Charging points** (see supporting document for briefing note)
*The following recommendation is made:
That the Council agree potential locations for Electric Vehicle charging points across the Parish and that these shall be logged with the Connected Kerb scheme*
- 9. Warren Planting Days** (report to follow)
The following recommendations are made:
 - i. to note the report*
 - ii. that the Council agree that community planting days should go ahead in the week beginning 14th February 2022 subject to any Covid restrictions in place at the time*
- 10. Platinum Jubilee 2022** (see supporting document for briefing note)
*The following recommendation is made:
That the Council consider the letter received from a member of the community and decide if either or both of the suggestions should be investigated further.*

11. Fire Service Public Consultation (see supporting document for briefing note)

The following recommendation is made:

That the Council agree the responses to the six proposals detailed in the consultation

12. SDNP Self-Build and Custom Housebuilding Register Consultation (see supporting document for briefing note)

The following recommendation is made:

That the Council agree the Planning Committee should respond to the SDNP Self-Build and Custom Housebuilding Register Consultation on behalf of the Council

13. Parish Council Emergency Group (PCEG) (verbal report)

The following recommendation is made:

To note the report

14. Finance

14.1. To note payments made in December 2021

Undisclosed	Clerk and RFO Salary	1,316.52
HMRC	Tax and NI contributions	324.36
Apollo Pest Control	Mole trapping	60.00
Gallagher	WMPF annual insurance	1,050.76
Surrey Hills Solicitors	Advice in connection with WMPF lease	750.00
Surrey Hills Solicitors	Advice in connection with Community Hall	840.00
Harting War Memorial Playing Field	Lengthsman	175.45
Trish Walker	Monthly Zoom subscription	14.39
M H Kennedy & Son Ltd	Grass cutting	169.20

14.2. To approve expenditure for January 2022

Trish Walker	Clerk and RFO Salary	1,262.52
Clarity Accounting Associates Ltd	Payroll November to January 2022	27.00
Debra Harknett-Godfree	Hall Bookkeeping	67.50
Trish Walker	Monthly zoom subscription	14.39
The Noticeboard Company (UK) Ltd	Nyewood noticeboard (New Homes Bonus)	1047.10

14.3. To agree the two banking signatories to authorise the online payments for January.

14.4. To note income for November and December 2021

Vat Refund £1,923.84

14.5. To note that the bank reconciliation for January 2022 has been scrutinised and signed by the Chairman of the Finance Committee and will be signed by the Chairman of the Council in accordance with the Financial Regulations

14.6. To note the bank balance as of 31 December 2021 - £88,411.76

14.7. To note the budget statement to 31 December 2021

- 15. Planning** - To note the minutes of the Planning Committees held on 18 November 2021 and the File Notes from the advisory meetings on 16 December 2021 and 12 January 2022.
- 16. Aims and Objectives Advisory Committee (AOAC)** - To note the minutes of the AOAC meeting held on 15 November 2021
- 17. Highways and Byways Advisory Committee (HABAC)** – To note the minutes of the HABAC meeting held on 30 November 2021
- 18. Feedback from WMPF and HCH representatives** (verbal report)
- 19. Correspondence** – Petersfield Citizens Advice Bureau
- 20. Clerks report** – *(attached)*
- 21. Items for future meetings**
Communication to residents about the Platinum Jubilee
- 22. Date of next meeting** - Council Meeting 17 February 2022 at Harting Community Hall, time to be agreed

Supporting Documents 20 January 2022

Agenda Item 7 - Climate Change Working Group update

Report from Jane Healey

Progress has been a bit slow due to Christmas, Covid, and sorting out the boring but important stuff.

Repair Cafe

We are planning to hold this in the Men's Club monthly on a Saturday morning.

This will be good for the environment and the community where people will come together to learn, meet and share ideas.

Please save the dates of Friday 18th and Saturday 19th February at 10a.m. to come to the Men's Club for a cup of coffee so we can explain in more detail how it will work. If we can get the paperwork in place [insurance, risk assessment, health and safety, disclaimer etc] we hope to launch in March 2022

Insurance is a stumbling block as we are not a formal organisation. Maybe we can be under the Parish Council insurance? Or maybe we can be affiliated.

This is a not for profit group. However we are looking at ways to get seed funding to ensure sustainability - to cover costs, such as hire of the hall, insurance, marketing, materials etc.

Biodiversity

A small group is working on improving the biodiversity in our community.

Plastic

Research is being undertaken into how we can improve our plastic recycling and cut it's use

Community Gathering

We hope to hold an event in the Village Hall where we can all get together to share ideas on what we want to do in our community. This will be led by Katherine Hewetson who is an

expert in bringing groups together. We will discuss what can be difficult issues in an open and safe environment. Please put the provisional date of 31st March at 7pm in your diary. It is expected that passionate groups will form from this to drive the Harting Community Action Network to a new, and sustainable level.

The following recommendation is made:

To note the report

Agenda Item 8 – Electric Vehicle Charging points

The following report was provided to the November 2021 Council meeting by Kate O’Kelly, County Councillor.

West Sussex County Council has signed a contract to provide a large scale roll out of thousands of public charge points across the county within the next decade. The scheme is designed to boost EV uptake among West Sussex residents with no access to off-street parking. The scheme involves EV infrastructure specialists, Connected Kerb, to fully fund, install and maintain all the chargers. The aim is to deliver affordable, reliable, and accessible charge points in their thousands to help the 40% of drivers nationally without off-street parking to go electric. One in four UK households intend to buy an electric car in the next five years, as the ban on the sale of new petrol and diesel vehicles approaches, according to research by energy watchdog Ofgem. However, there is currently only one public-access on-street EV charge point for every 52 EVs on UK roads. As a result, those without off-street parking make up as few as 9% of EV drivers today.

West Sussex residents will see thousands of charge points installed on streets, in public sector car parks and on community facilities across the county within the next ten years. UK-based Connected Kerb is fully funding the project and will also manage and maintain the chargepoints on an ongoing basis.

Residents and community groups can let the county council know where they would like chargepoints to be located by using this link <https://www.connectedkerb.com/west-sussex-chargepoint-network>

Although individuals can log the need for a charging point, it would be sensible for the Parish Council to consider suitable positions across the Parish for the potential installation of EV points, and to identify these with the Connected Kerb scheme.

The following recommendation is made:

That the Council agree potential locations for Electric Vehicle charging points across the Parish and that these shall be logged with the Connected Kerb scheme.

Agenda Item 9 - Warren Planting Days (report to follow)

The following recommendations are made:

- i. to note the report*
- ii. that the Council agree that community planting days should go ahead in the week beginning 14th February 2022 subject to any Covid restrictions in place at the time*

Agenda Item 10 – Platinum Jubilee 2022

The following letter, in blue italics below, was received asking the Parish Council to consider a project to refurbish the water pump in the Street to commemorate the Jubilee, and to consider planting a commemorative tree.

Has the PC had any thoughts about commemorating the Queen's Jubilee next year. If not, I'd like to suggest an idea for your consideration.

The Victorian water pump in the street was erected by the then inhabitants of the parish to celebrate Queen Victoria's jubilee, but I've noticed that it could do with some repair work and perhaps a spring clean.

The top of the pump is crumbling and I have had confirmation that there was originally a ball on the top, I wonder if that could be replaced.

The stonework is looking dirty and also the inscription is difficult to read. Perhaps the lettering could be highlighted in black or, a stone mason just make it look sharper. It still, fortunately has its handle.

The old water pump may seem a quirky Victorian relic, but I don't think we can underestimate the difference it made to people's lives.

I would also like to ask if the PC are planting a tree for the Jubilee. This is happening nationwide and we have many spaces in the parish where a tree or maybe 1 for every decade of the Queen's reign could be planted.

The following recommendation is made:

That the Council consider the letter received from a member of the community and decide if either or both of the suggestions should be investigated further.

Agenda Item 12 - Fire Service Public Consultation

West Sussex Fire & Rescue Service has launched a public consultation around our proposals for our Community Risk Management Plan 2022 – 2026.

This document sets out the direction of the service over the next four years, and as part of this they are seeking feedback on six proposals. They can be found, along with the survey on the dedicated Community Risk Management Plan website [here](#).

The proposals include:

- Enhancing retained (on-call) operating model
- Weekend protection, prevention and response improvements
- Improving protection, prevention and response performance in rural areas
- How WSFRS should deal with false alarms from automatic fire systems
- When the Emergency Response Standards should be reviewed
- How WSFRS proposes to undertake a review of our specialist appliance requirements to consider current and future risks to firefighter and public safety

The closing date is Friday 1 January 2022 and the final CRMP will be published in spring 2022.

The proposals are listed below and each one requires one of the following responses:

Strongly Agree

Agree

Neither agree or disagree

Disagree

Strongly disagree

Proposal 1 – Enhance our Retained Operating Model

We propose to increase the availability of our retained firefighters across West Sussex and ensure that our retained capabilities are matched to our community risks, providing long term viability and resilience.

Proposal 2: Weekend Protection, Prevention & Response improvements

We propose to extend the current model at Burgess Hill, East Grinstead, Haywards Heath and Shoreham fire stations to provide immediate response cover, and protection and prevention activity 7am to 7pm seven days per week with a new flexible crewing model.

Proposal 3: Improving Protection, Prevention & Response Performance in Rural Areas

We propose to enhance and modernise the existing COG provision to include 7 days per week, 7am to 7pm cover and to provide an increased focus on rural Prevention and Protection and Response activity.

Proposal 4: Unwanted False Alarms - Changes to our Response

We are considering implementing one, or more, of the following approaches, which may collectively reduce the burden of unwanted fire signals and would like to understand your view on each one:

Measure 1

We propose to take a risk based approach where, in low risk commercial properties, we will no longer automatically respond to automated fire alarms. This approach would be done through the careful filtering of emergency calls and would become a pan-Sussex approach for East and West Sussex Fire and Rescue Services.

Measure 2

We propose to introduce a charging scheme for responding to false alarms to encourage and promote the appropriate management and maintenance of automatic fire alarm systems to reduce the number of false alarms. A poorly designed system can result in fire detectors going off when there is no fire. Research shows engaging with businesses and getting building owners to revisit their system design can have a significant impact on the number of false alarms.

Measure 3

We propose to use new technological developments to change the way that businesses manage potential false alarms and how we then consequentially respond. This would allow us both to better assess the incident type and severity to determine the most suitable response without automatically sending a fire engine to the property. If a fire is confirmed, we will always respond by sending the nearest fire engine.

Proposal 5: Review of Emergency Response Standards

We propose to maintain our existing Emergency Response Standards (ERS) while we undertake a review based on the new national risk methodology which is currently being developed by the NFCC. When complete, we will consult with you if any changes to our ERS are proposed.

Proposal 6: Enhanced Specialist Capability and Assets

We propose to undertake a risk-based review of our Specialist capability and asset requirements to ensure they are fit for purpose, both now and for the future and undertake a further consultation on any significant changes to our response arrangements.

The following recommendation is made:

That the Council agree the responses to the six proposals detailed in the consultation

Agenda Item 13 - SDNP Self-Build and Custom Housebuilding Register Consultation

The South Downs National Park Authority (SDNPA) is proposing a local connection test (see below) for those wanting to record their interest in building their own home by applying to be included on the Self-build and Custom Housebuilding Register (the "Register").

Proposed Local Connection Test

Any person that meets at least one of the following criteria when applying to be entered on the Self-build and Custom housebuilding register, is considered to have met the Local Connection Test and will be entered into Part 1 of the Register:

- a) Have lived (as only home or principal residence) in the National Park (or in a split Parish, part of which is inside the National Park) continuously for at least the last two years; or
- b) Have lived (as only home or principal residence) in the National Park (or in a split Parish, part of which is inside the National Park) continuously for three out of the last five years; or
- c) Have immediate family* who have lived continuously in the National Park (or lived in a split Parish, part of which is inside the National Park) for at least the previous five years; or
- d) Have been employed in the National Park for a minimum of 16 hours per week continuously for the last two years; or
- e) You are a member of the armed forces, or an ex-member of the armed forces whose service ended within the last 5 years.

* Immediate family is defined as parents, adult siblings and adult children.

The consultation on the proposed local connection test is being carried out for eight weeks between Tuesday 11 January 2022 and Tuesday 08 March 2022.

All responses to the consultation must be received **before midnight on Tuesday 08 March 2022**.

The following recommendation is made:

That the Council agree the Planning Committee should respond to the SDNP Self-Build and Custom Housebuilding Register Consultation on behalf of the Council

Clerk's Reports - Harting Parish Council – 20 January 2022

Agenda Item 20

Items raised at previous meetings:

Topic/Date first raised	Item Detail	Action by	Status
Tree Works March 2016 (Minute 252)	Woodland restoration	SB/ Clerk/AS Tree Working Group (TWG)	Community planting days to be arranged for mid Feb 2022. 1500 saplings and shrubs have been ordered for this time. SDNPA rangers have agreed to assist with the volunteer days and to utilise their own volunteer groups if there are any saplings left unplanted at the end of the community sessions.
HABAC November 2020	Fingerpost refurbishment	Clerk	Work is ongoing.
	South Downs Safer Roads Task Force.		No further update
	East Harting Flood Pond.	WSCC	Reported to LoveWestSussex
	Fence repairs		Contractors have been approached to provide quotes
	Flooding in South Harting		A useful site meeting was held between officers from WSCC and CDC and Kate O'Kelly and parish councillors. WSCC will be placing an ad hoc request for the jetting of drains in and around the Square and in North Lane. Further investigation of the drains is in hand, this may lead to the need for an Operation Watershed grant application.

Footpath lights (Minute 89 – Sept 2020)	To disconnect and remove the footpath lights	Clerk	Lights will be removed on 5 th February 2022.
PCEG Minute 266 Mar 2020	Set up of Parish Council Emergency Group in reaction to COVID-19 pandemic	TW, SG and SB	The group is not currently active
Insurance Claim	Claim from Hastings Direct for damage to a car from a tree falling from Council land on 28 February 2020	TW	A claim has been received from Hastings Direct, on behalf of a client, regarding alleged damage to a car from a tree falling from Council land in February 2020. The claim has been passed to the Council insurers who will be investigating the claim. Various information about the tree surveys and subsequent tree work has been requested and supplied. The insurers denied liability in April 2021 and no further contact has been received from claimants' insurers.
Drop ins		AOAC	There was no drop in on 1 January 2022. The next drop is planned for 5 February 2022.
Platinum Jubilee October 2021	To consider events to mark the 70 th year of the Queen's reign		Beacon lighting to be arranged with local farmer and the National Trust. Local arrangements for the Big Lunch. Contact has been received from the National Trust about the Beacon lighting
Climate Group			The group has asked if the council insurance will cover the Repair Shop which intends to run from Harting Men's Club. The clerk is gathering more information and is contacting the insurers for guidance. This issue will be brought to the Council for approval if it is an option.

Trish Walker - Clerk

