

## HARTING PARISH COUNCIL

**Minutes** of the meeting of the **Aims and Objectives Advisory Committee (AOAC)** held at via Zoom Harting on **Monday 27 June 2022** at **6.00pm**

**Present:** Stephanie Gaterell (SG) (Chairman), Sunny Dawson (SD), John Miller (JM), Alex Olphert (AO), Andrew Shaxson (AS).

**In attendance:** Trish Walker (TW)

- 1. Apologies for Absence:** None.
- 2. Declarations of Interest:** None.
- 3. Minutes from Meeting held on 15 November 2021** were agreed and will be signed in due course.

#### **4. Terms of Reference**

The members reviewed the AOAC Terms of Reference, and the following amendments were suggested:

- That the wording of the second sentence at point 5 should be changed to read “The quorum is a minimum of *four with* three members appointed from HPC. The Chairman and the Vice-Chairman of HPC are ex-officio members.”
- That the wording of the sentence at point 6 should read “The AOAC will meet at least four times per year”.

*The following proposal was agreed:*

*The members agree the amendments and that the revised Aims and Objectives Advisory Committee Terms of Reference should be reported to the Council for approval*

#### **5. Review of the Emergency Plan**

The members discussed the Emergency Plan and noted that it was written prior to the pandemic when the greatest risk was thought to be flooding. The Plan was activated in 2020 with the Parish Council Emergency Group (PCEG) being successfully activated with the Buddy system and a large number of volunteers coming forward.

The Plan will need to be updated to reflect the lessons learnt during the pandemic and to consider some areas that are not covered. One example is the need to accommodate people in an emergency, the pub was the previous site, but this was closed in the pandemic. Given the issues about the cost of power and potential future outages it would be useful to either purchase or identify access to a generator which could be used to keep the village hall, or other such location, warm and powered. This will be investigated further.

It was agreed the members would review the Plan and pass any comments to SG and TW by mid August. The AOAC will then meet in early September and agree any amendments to the Plan and recommendations to be put to the Council meeting on 15 September 2023.

### Action Point

All to review Plan and pass comments to SG and TW by mid August

## **6. Review of Risk Assessments**

The members reviewed the risk assessments for Finance, Homeworking, Reputation and Expertise, Safeguarding Information, Litter Picking, POSAC, Public Safety, Covid playgrounds and Volunteers. There were no changes required.

*The following proposal was agreed:*

*The members agreed to report to the Council that they had assessed the risk assessments for Finance, Homeworking, Reputation and Expertise, Safeguarding Information, Litter Picking, POSAC, Public Safety, Covid playgrounds and Volunteers and propose further review in May 2023.*

## **7. Review of Aims and Objectives 2019-2023**

The members reviewed the Plan that had been agreed in 2019 and it was agreed the Council has achieved the majority of the Aims and Objectives. The following points were noted:

### Achievements

- The new style Annual Parish Meeting (APM) was a great success and was attended by about 90 parishioners. Several of the organisations present were able to sign up new members and volunteers at the event.
- PCEG response to the pandemic was very successful
- New website up and running. However, it would be useful to have some help to create updated news content and articles.
- Greater transparency via new website, leaflets and Drop in sessions
- Good number of volunteers. However, need to see how we can utilise them more effectively.
- Emergency Plan in place and activated in 2020 for the pandemic.
- Use of village Facebook for some items.

### Ongoing items

- Sources of funding to support the facilities at War Memorial Playing Fields and the Village Hall.
- Other potential IT solutions to bridge communication gaps
- How to reach parishioners with no access or interest in using the internet.
- Wellbeing and ways to bring the community together.

The Plan will be further reviewed and presented at the end of this Council term in March/April 2023. The next Plan will be drawn up by the new Council in June/July 2023.

## **8. Climate Change**

The Harting CAN group is now well established and meets on a weekly basis and will lead with this area of activity in the Parish. It was noted that the Council may need to consider adopting a Climate and Environmental policy to cover the Council's own working situations, assets and responsibilities.

## **9. Future projects**

- 9.1. Survey –to gauge what the community would like to see in the Parish and to measure the impact of the Council work. It was agreed this was not an option at this stage but would be reviewed at a later time.
- 9.2. Business plan – this will flow from the Aims and Objectives
- 9.3. Wellbeing/bringing the Community together – to investigate potential ways in which this might be done
- 9.4. Youth Council – to gauge the ideas of the younger generation.

## **10. Any other business**

None.

## **11. Date and venue of next meeting**

To be held at the beginning of September 2022

Action

*TW to arrange meeting*

The meeting closed at 7.15pm