

HARTING PARISH COUNCIL

MINUTES

Minutes of the Meeting of Harting Parish Council held at Harting Village Hall

On **Thursday 19 January 2023** at **7.30 p.m.**

Present: Mr Shaxson (Chair), Mr Bonner, Mrs Bramley, Mrs Curran, Mrs Dawson, Mrs Gaterell, Mrs Martin, Mrs Maxwell Davies, Mr Miller and Mr Olphert.

In attendance: Trish Walker, Parish Clerk.

There were three members of public in attendance.

209. Apologies for absence: Mr Palmer.

Dr O'Kelly, County and District Councillor.

210. Declarations of Interest: None.

211. Minutes from Meeting held on 15 December 2022.

The minutes of the Meeting of the Parish Council held on 15 December 2022 were agreed and signed by the Chairman as a true record.

212. Questions from the Public: The following questions were raised:

- One member of public was concerned about the lack of detail regarding agenda item 8(ii), the proposal for two sets of bike racks in the village. There was no information about the number of bikes per rack or the footprint of the installations or if the need had been fully assessed. It was also felt that the locations outside of the old Ship Inn would be a potential trip hazard in the dark as the area is not lit. Had other locations been considered.

The Chair confirmed that a meeting had been arranged with Mike Dare, WSCC Highways Officer to identify potential sites and the proposal was to take this one step further to see what might be possible. The comments were welcomed, and it was confirmed they would be considered in the debate later in the meeting.

- A second member of the public raised a concern about a document on the Parish Council website that was not accessible at that time, why two emails about the Warren had not been answered and the accuracy of a report in the August 2020 Parish Magazine.

The Chair confirmed the website error was not known until that point and would be rectified at the earliest opportunity. He then reminded the member of public they had been asked to desist from the continued questioning about the Warren and South Gardens and reminded them to use the Complaints procedure if they wished to make a formal complaint.

213. Matters of Urgent Public Importance: None.

214. Reports from the County and District Councillor

Dr O'Kelly, the County and District Councillor had circulated a report ahead of the meeting.

215. South Gardens Management Plan

It was noted that Harting Parish Council's replanting of the Warren had been included as part of the Queens Green Canopy and this should appear on the map in due course. At its meeting on 17 November 2022 the Council agreed to commission a Management Plan for South Gardens and that the POSAC Woodland and Tree Sub-Committee would be tasked with drafting the aims taking particular care to stress the recreation versus ecology elements. The draft aims are shown below in italics:

Draft Aims for the South Gardens Management Plan

- 1. To provide an area for the recreational enjoyment of residents, including:
 - Continue to provide a children's play area, replacing equipment as necessary and as funds allow*
 - Identify how the recreation area might be improved if funding allows*
 - Provide seating where necessary especially near the play area*
 - To identify and discourage activities potentially detrimental to the enjoyment of the majority of its users or detrimental to the ecology of the area as a whole**

- 2. To improve the biodiversity of the non-recreational areas over the short term and to maintain that improvement over the long term, including:
 - Identify any actions or activities that would provide little or no ecological benefit*
 - Identify those actions or activities which would provide the most ecological benefit and can be sustainably managed in the long term**

- 3. To engage residents of all ages and abilities in caring for the area, including:
 - Identify ecological enhancement and maintenance activities which volunteers can safely carry out*
 - Maintain up-to-date information on what is happening in the area as a whole*
 - Identify ways for residents to learn about the history and ecology of the area.**

- 4. To review the Management Plan as necessary but at least every four years*

The members discussed and agreed the draft aims.

It was agreed Petra Billings would be approached to provide a quote with a view to creating a Management Plan in the first instance as she had previously worked with the Council in relation to the Woodland Management Plan and the Warren Restoration Project resulting in

a sound knowledge of the area as well as building a good working relationship with the Council.

It was noted that it may be difficult to find a specialist for the recreational element who is not either connected with selling or risk assessing equipment. It is possible that Petra Billings may be able to recommend a specialist or Chichester District Council may be able to help.

The following recommendations were proposed and agreed:

- i. That the Council agree the aims for the South Gardens Management Plan*
- ii. That the Council agree that Petra Billings, chartered ecologist, should be approached, in the first instance, with regard to creating the South Gardens Management Plan and, if she is able, that the Woodland and Tree Sub-Committee should commission this work on behalf of the Council up to the value of £2000*
- iii. If Petra Billings is not able or willing to carry out this work that the Woodland and Tree Sub-Committee gathers quotes from other chartered ecologists and brings them to a future Council meeting*
- iv. That the Council agrees to the WTSC advancing the recreational aspects of the Plan as proves necessary and, if a second specialist is required, to the Sub-Committee bringing quotes for that work to a future meeting*

216. Highways and Byways Advisory Committee (HABAC)

The unconfirmed minutes of the HABAC held on 4 January 2023 were noted.

The members discussed the recommendation to agree a grant of £100 to the Midhurst Area Cycling group, it was agreed unanimously that this group should be supported as they strive to improve the cycleways in the area.

There was discussion about the cycle racks and, having taken on board the comments during public questions, it was agreed that the recommendation regarding the cycle racks would not be considered. The decision would be deferred until HABAC could provide some more information about the need, cost and positions of the proposed racks.

It was agreed the annual litter pick would take place on 18 March 2023, this will be publicised nearer the time.

The following recommendations were proposed and approved:

- i. that the Council agree to a grant of £100 to Midhurst Area Cycling.*
- ii. that the Council agree to hold the Annual Litter Pick on Saturday 18 March 2023.*

217. Tree Works Quotes

Three contractors had been requested to provide quotes for necessary tree works following the Tree Survey carried out in June 2022 along with some work resulting from storm damage. The members considered the quotes and, after some discussion agreed to appoint contractor A to carry out the tree works.

The following recommendation was proposed and agreed:

That the Council agree to appoint Hindley Tree Care to carry out the tree works in the Warren arising from the Tree Survey and storm damage at a cost of £2535 plus traffic management costs.

218. Nyewood Hall grant application

A grant application was considered from the Henry Warren Village Club in Nyewood requesting a grant to cover the cost of the annual insurance premium for the new village hall. The application request was for a sum £1432.24.

The Harting Parish Council Grant policy lists the Henry Warren Club as an affiliated group which may receive Council support.

The members supported the application.

The following recommendation was proposed and agreed:

That the Council agreed the grant application from the Henry Warren Club for the sum of £1432.24 to cover the cost of the annual insurance premium on the Henry Warren Village Hall.

219. Durford Lane name plate

The Council had received a consultation letter from Chichester District Council regarding the placement of a new street name plate marking Durford Lane which straddles Harting and Rogate parishes although the name plate would be situated within the Rogate parish.

The members considered the matter and supported the request. It was noted that Rogate parish council had also supported the request.

The following recommendations were proposed and agreed:

- i. That the Council confirmed it was happy for the Durford Lane nameplate to be erected*
- ii. That the Council had no view on the proposed location for the nameplate*

220. Coronation

A verbal report was given outlining some of the initial ideas being considered to help the community celebrate and commemorate the coronation of Charles III due to take place on 5 May 2023.

The ideas included a screening of the coronation in the Village Hall, a possible garden project in conjunction with the village school and other local groups, and a tea party at the hall. The focus would be on young people and would hopefully involve many from the community. There was also a thought that the recently received legacy from Laura Bristol could be used to provide a permanent memorial.

It was confirmed that proposals will be brought to the February Council meeting.

The following proposal was made and agreed:

To note the report.

221. Steering group for CDALC (Chichester District Association of Local Councils)

The members considered a report provided by the Chair of CDALC which asked parishes to consider ways that the organisation could be made more relevant and representative of the area it represents. There was a suggestion that a steering group, from a cross-section of parishes, might be created to help this and to also enable parishes to work more closely. Views were sought on the potential size and function of such a group and how it may be enabled.

After some discussion it was agreed that the Council did not have any comments to submit.

*The following recommendation was proposed and agreed:
That the Council considered the role of Chichester District Association of Local Councils but could not think of any comments to suggest how to make that role more effective.*

222. SDNPA Parish Workshop – 15 March 2023

*The following recommendation was proposed and agreed:
That Mr Bonner and Mrs Bramley will attend the SDNPA Workshop on 15 March 2023.*

223. All Parishes Meeting – Chichester District Council – 6 February 2023

*The following recommendation was proposed and agreed:
That Mr Shaxson and Mrs Walker will attend the All Parishes meeting on 6 February 2023.*

224. Finance

224.1. It was proposed and agreed that the following payments should be made:

Undisclosed	Clerk and RFO Salary	1,292.64
Debra Harknett-Godfree	Hall Bookkeeping	112.50
Trish Walker	Monthly zoom subscription	14.39
M H Kennedy & Son Ltd	Grass cutting	181.44
Midhurst Area Cycling	Grant	100.00
Henry Warren Village Hall	Grant payment - insurance	1,432.24

224.2. It was agreed that Mr Miller and Mrs Gaterell would authorise the December online payments.

224.3. The income for December was noted.
£66.03 bank interest.

225. Bank Reconciliation for January 2023

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.

226. Bank balance as of 31 December 2022 - £80,122.84 (earmarked funds £27k)

227. To note the budget statement to 31 December 2022

Noted

228. Planning Committee

The minutes of the Planning Committees held on 15 December 2022 were noted.

229. Feedback from War Memorial Playing Field (WMPF) and Harting Community Hall (HCH) representatives

WMPF

There were no updates.

HCH

There were no updates.

230. Correspondence

None

231. Clerk's report

The Clerk's report was noted.

232. Items for future meetings

Coronation celebrations

233. Date of next meeting: The next meeting would be held at 7.30pm on Thursday 16 February 2023 at the Henry Warren Hall, Nyewood.

234. Clerk's employment

The clerk left the room, and the Council went into private session.

The Chair introduced his report noting that the National pay agreement for the year 2022/23 had been agreed as a blanket increase of £1 per hour across all grades. However, this increase could not automatically be applied as the pay rise the previous year had not been linked to a National Spine point. After proper consideration the Council AGREED the recommendation *to increase the Clerk's salary by £1.05 per hour, from the date of her annual assessment on 22 November 2022, in order to set the rate of SCP 28 (£18.05 per hour).*

Any future increases will be automatically applied at the SCP 28 rate.

The Clerk re-joined the meeting.

The meeting closed at 8.40 pm.