

MEETING OF HARTING PARISH COUNCIL

You are hereby summoned to a Meeting of Harting Parish Council to be held
at Henry Warren Hall, Nyewood on
Thursday 16 February 2023 at 7.30pm

The Press and Public are welcome to attend.

Trisk Walker

Clerk to Harting Parish Council

Published 10 February 2023

Sym Taylor, a Trustee of Nyewood Village Hall will give a brief history of the hall ahead of the meeting.

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes** - to approve the Minutes of the Parish Council meeting held on 15 December 2022.
- 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. Charles III Coronation celebrations** (see supporting document for briefing report)
The following recommendations are made:
 - i. That the Council agree to give grants as follows
 - a. £4,000 to the Harting Primary School PTA for construction materials for the Coronation Garden
 - b. £1,000 to Henry Warren Hall to celebrate and commemorate the Coronation.
 - ii. That the Council agree to use the bequest from Miss Laura Bristol as follows:
 - a. £2,500 for a sundial to be placed at the centre of the Coronation Garden.
 - b. £500 for a commemorative bench to Miss Bristol in South Gardens.

- 8. South Gardens grass cutting contract 2023-24** (see supporting document for briefing note)

The following recommendation is made:

That the Council accept the quote of £161.47 + vat per cut for South Gardens from MH Kennedy & Son Ltd for the year 2023-24.

- 9. Harting CAN grant application for Operation Nest Box-** (see supporting document for briefing note)

The following recommendations are made:

- i. That the council considers whether to provide a grant to Harting CAN to help fund Operation Nest Box*
- ii. If the Council agree to a grant, that the amount of that grant is set.*
- iii. If the Council agree to a grant, that the Council gift the materials to that value to Harting CAN*

- 10. Annual Parish Meeting -** (see supporting document for briefing note)

The following recommendations are made:

To note the report

11. Finance

11.1. To approve expenditure for February 2023

Undisclosed	Clerk and RFO Salary	1,532.88
Trish Walker	Monthly Zoom subscription	14.39
JRB Enterprise Limited	Dog waste bags	196.74
David Chaffe	Data Protection Officer annual fee	150.00

- 11.2. To agree the two banking signatories to authorise the online payments for February 2023.**

- 11.3. To note income for February 2023.**

None

- 11.4. To note that the bank reconciliation for February 2023 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**

- 11.5. To note the bank balance as of 31 January 2023 - £76,989.63** (earmarked funds £36.3k)

- 11.6. To note the budget statement to 31 January 2023**

- 12. Planning -** To note the minutes of the Planning Committee held on 19 January 2023 (attached).

- 13. Aims and Objectives Advisory Committee (AOAC) –** To note the unconfirmed minutes of the Aims and Objectives Advisory Committee held on 6 February 2023 (attached).

- 14. Feedback from WMPF and HCH representatives** (verbal reports)

- 15. Correspondence -** South Downs Local Plan Review

- 16. Clerks report –** (attached)

- 17. Items for future meetings**

Restoration of water pump

South Downs Local Plan review and Parish Statements

19. Date of next meeting – Parish Council Meeting 16 March 2023 at Harting Community Hall at 7.30pm.

Supporting Documents 16 February 2023

Agenda Item 7 - Coronation celebrations in Harting parish

Briefing note by Mrs Maxwell Davies

The King's Coronation is to take place on 5th May 2023, with a bank holiday on Monday 8th May. The national timetable for the extended weekend, with suggested events is:

Saturday 6 May	Coronation
Sunday 7 May	Big Lunch and BBC broadcast concert
Monday 8 May	The Big Help Out

It was agreed at the Parish Council meeting in October 2022 that up to £5,000 would be made available for activities and a project to help the community to mark this important occasion. An outline of a community project for a Coronation Garden within the school grounds was given at the Parish Council meeting in January 2023 and this document now forms a recommendation for the Parish Council to consider.

This proposal begins with four guiding principles:

- 1) There should be a focus on the children of the village (Harting Primary School has 117 children on its roll. The majority are from Harting and Nyewood, with a few from Rogate).
- 2) There should be a physical and lasting memorial to the event.
- 3) As many local societies and institutions representing the local community as possible should be involved, as well as offering individuals and families the opportunity to be involved to reflect the King's wishes that the occasion be marked by volunteering
- 4) There should be a focus on eco-awareness in recognition of the King's longstanding commitment to the environment.

Elements

To this end, the following elements are proposed.

- 1) In partnership with the Community Hall Committee: the Coronation Service will be screened in the Village Hall on 5th May with depending on the time of day (TBA), coffee and tea to be served. This will be self-funding.
Action: Parish Council to Note
- 2) Planting at Henry Warren Hall, Nyewood and community celebrations. (further information to be provided about other events).
Action: Parish Council to agree £1,000 can be made available to the Henry Warren Hall Committee
- 3) In discussions with the Headmaster of Harting Primary School, the Harting Horticultural Society, Harting CAN, Alitex and Sussex Wildlife Trust, a plan of action has been drawn up to reclaim an area to the rear of the school which is currently semi-derelict, including an over-

grown pond, to create a Coronation Garden for the children where they can study wildlife, pond life and eco-awareness. This Coronation Garden will:

- a. Encourage inquisitiveness and curiosity of the children of the village
 - b. Encourage exploration of nature in a hands on way
 - c. Encourage diversity of wildlife for children to study
 - d. Environmental and climate friendly
 - e. Be low maintenance
 - f. Have year round, all-weather accessibility
 - g. Have at its heart a commemorative sundial commissioned from a Harting stonemason from local stone with a plaque dedicated to Miss Bristol whose bequest to the Parish Council will be used to fund it with the remainder of the bequest being used to fund a bench in her memory in the children's play area of South Gardens.
- 4) A local landscape gardener has volunteered her time to draw up plans and designs for the garden. The headmaster has approved the plan and has gained approval from the LEA and the "enthusiastic support" of the governors. The headmaster has committed to finding labour resources from the school community and will be asking the recently retired grounds man to donate labour for upkeep (although as stated, the garden is designed to be low maintenance) The garden will also be maintained by the School's Garden Club supported by volunteers from the Harting Horticultural Society. The Headmaster has agreed that the garden will be open to the public four times a year and by appointment. It is hoped that the Garden will also be part of the National Gardens Yellow Book scheme. Other sources of grant aid are also being investigated.
- 5) The Garden will be formally opened on Sunday May 7th at 11.30am, in a ceremony open to the whole Parish, by a celebrity, hopefully Tim Peake the astronaut who lives locally and for whom the sundial will have special resonance .
- 6) The opening to be followed by a party in the Village Hall and car park with food vans, and a band (inside) so the children (and others) can celebrate the King's coronation. This will be self-funding. This will enable everyone to be part of the Big Lunch the King has suggested the nation should take part in.
- 7) Leaflets inviting everyone will be distributed during April and the event will be advertised on the website and in the other usual places

Grant application forms from the Harting Primary School PTA and the Henry Warren Hall are copied below.

The following recommendations are made:

- ii. That the Council agree to give grants as follows
 - c. £4,000 to the Harting Primary School PTA for construction materials for the Coronation Garden
 - d. £1,000 to Henry Warren Hall to celebrate and commemorate the Coronation.
- iii. That the Council agree to use the bequest from Miss Laura Bristol as follows:
 - c. £2,500 for a sundial to be placed at the centre of the Coronation Garden.
 - d. £500 for a commemorative bench to Miss Bristol in South Gardens

Harting Parish Council

Grant & Indirect Financial Assistance Application Form

Please read the Parish Council's policy on *Award and Administration of Grants and Indirect Financial Assistance* before completing this form.

Name of Organisation	Henry Warren Hall
Name, Address and Position of Contact in Organisation	Penny Curran/Jill Martin Harting Parish Councillors for Nyewood & Organisers of the event
Telephone Number(s) of Contact	01730 818429
Is the Organisation a Registered Charity?	Yes
If Yes, please give the Charity Number	230852
For what purpose(s) is the grant or indirect financial assistance requested? Please provide a separate list if there is more than one purpose	To celebrate and commemorate the coronation of His Majesty King Charles the III
Amount requested from the Council If there is more than one purpose, show the individual costs against purpose on the separate list; show VAT separately	£1,000
When will the money be spent?	May 2023
Who will benefit from the project? Please be as specific as possible.	The Community of Nyewood
What other means of funding are available to you for the amount requested from the Council?	Public contributions
Have you tried any of these means?	No
If No, why not?	Will try nearer the event
If the total cost is more than the donation you are seeking from the Council, what will the total cost be?	N/A
Do you already have the balance available?	Yes/No

If No, please indicate how you intend to raise the balance and how long it is expected to take	
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DECLARATION

By submitting this form to the Clerk to Harting Parish Council, I declare that I have read the Council's policy on *Award and Administration of Grants and Indirect Financial Assistance* and have provided all the required information accurately.

In the event of the application being successful, I accept the Council's *Successful Applications Conditions*. In particular, I acknowledge that the award made will be used solely for the purpose(s) outlined in the application form and I understand that the Council reserves the right to reclaim the award in the event of it not being used for the purpose specified. I also understand that the Council reserves the right to reclaim any residual funds if the actual cost incurred for the specified purpose(s) is less than the award allocated.

Name (BLOCK CAPITALS): Penny Curran

Position in the organisation (if not the contact):

Signed (if sent by post):

Date: 10 February 2023

Harting Parish Council Grant & Indirect Financial Assistance Application Form

Please read the Parish Council's policy on *Award and Administration of Grants and Indirect Financial Assistance* before completing this form.

Name of Organisation	Harting School Parent Teacher & Friends Association
Name, Address and Position of Contact in Organisation	Michelle Carter, Chair, 1.5 Smithfield, South Harting, GU31 5HD
Telephone Number(s) of Contact	07807 081434
Is the Organisation a Registered Charity?	Yes
If Yes, please give the Charity Number	1030589
For what purpose(s) is the grant or indirect financial assistance requested?	To provide materials for the creation of a Coronation Garden in the grounds of Harting Primary School.
Please provide a separate list if there is more than one purpose	
Amount requested from the Council	£4,000
If there is more than one purpose, show the individual costs against purpose on the separate list; show VAT separately	
When will the money be spent?	March and April 2023
Who will benefit from the project?	The village school along with the wider local communities of Harting and Nyrwood.
Please be as specific as possible.	
What other means of funding are available to you for the amount requested from the Council?	We have asked Altex for a financial donation and are investigating what is available from Th Woodland Trust.
Have you tried any of these means?	Yes
If No, why not?	
If the total cost is more than the donation you are seeking from the Council, what will the total cost be?	Grants as above or individual donations. The plan can be de-scoped if additional funds are not available.
Do you already have the balance available?	No
If No, please indicate how you intend to raise the balance and how long it is expected to take	If we need additional money, we will ask for donations or descope the project.

DECLARATION


By submitting this form to the Clerk to Harting Parish Council, I declare that I have read the Council's policy on *Award and Administration of Grants and Indirect Financial Assistance* and have provided all the required information accurately.

In the event of the application being successful, I accept the Council's *Successful Applications Conditions*. In particular, I acknowledge that the award made will be used solely for the purpose(s) outlined in the application form and I understand that the Council reserves the right to reclaim the award in the event of it not being used for the purpose specified. I also understand that the Council reserves the right to reclaim any residual funds if the actual cost

incurred for the specified purpose(s) is less than the award allocated.

Name Michelle Carter:

Position in the organisation (if not the contact): CHAIR

Signed (if sent by post): 

Date: 10/02/2023

Agenda Item 8 - South Gardens grass cutting contract 2023-24

Briefing Note

MH Kennedy & Son Ltd have cut the grass in South Gardens for some years. They have always provided a reliable and satisfactory service.

The quote for the grass cutting for the year 2023 has been provided at £161.47 + vat per cut, an increase of £13.42 per cut on the 2022 prices representing an 8.8% rise which remains below the current rate of inflation.

These contractors aim to cut once a fortnight depending on weather and growth.

The Financial Regulations state that three quotes do not need to be provided for "work to be executed or goods or materials to be supplied which constitute an extension of an existing contract by the Council" (Fin Regs 11.1 (a) iv).

This work is a continuation of a current contract and as the work has been satisfactory the following recommendation is made.

The following recommendation is made:

That the Council accept the quote of £161.47 + vat per cut for South Gardens from MH Kennedy & Son Ltd for the year 2023-24.

Agenda Item 9 - Harting CAN grant application for Operation Nest Box

Harting Parish Council Grant & Indirect Financial Assistance Application Form

Please read the Parish Council's policy on *Award and Administration of Grants and Indirect Financial Assistance* before completing this form.

Name of Organisation	Harting CAN
Name, Address and Position of Contact in Organisation	Sarah Green, Croft Cottage, 2 Quebec West Harting GU31 5PG - founder member of Harting CAN
Telephone Number(s) of Contact	01730 825 372
Is the Organisation a Registered Charity?	No
If Yes, please give the Charity Number	

<p>For what purpose(s) is the grant or indirect financial assistance requested?</p> <p>Please provide a separate list if there is more than one purpose</p>	<p>Operation Nest Box – the building, installation and monitoring of nest boxes for swallows, swifts and house martins, all of whom are on or close to being on the endangered species list (please see attached proposal)</p>
<p>Amount requested from the Council</p> <p>If there is more than one purpose, show the individual costs against purpose on the separate list; show VAT separately</p>	<p>£2,000</p>
<p>When will the money be spent?</p>	<p>Immediately – the nest boxes need to be installed by end of March when the birds start to return to the UK</p>
<p>Who will benefit from the project?</p> <p>Please be as specific as possible.</p>	<p>Please see attached proposal – but everyone in our community.</p>
<p>What other means of funding are available to you for the amount requested from the Council?</p>	<p>Harting CAN Repair Café have donated £500 to buy the initial materials for the prototypes and making initial boxes – once they are made and can be seen we expect there to be even more interest in this project.</p>
<p>Have you tried any of these means?</p> <p>If No, why not?</p>	<p>Yes – Harting Festivities and although they view this project favourably, they won't be giving grants until after the Festivities, so the grants will be given in June.</p>
<p>If the total cost is more than the donation you are seeking from the Council, what will the total cost be?</p> <p>Do you already have the balance available?</p> <p>If No, please indicate how you intend to raise the balance and how long it is expected to take</p>	<p>Full break down attached</p> <p>No – we have seed funding from the Repair Café</p> <p>We will work with the community to raise enough funds to put up some nest boxes, with the hope that it will ignite even more interest and ensure we get more funding for this project.</p>

DECLARATION

By submitting this form to the Clerk to Haring Parish Council, I declare that I have read the Council's Policy on *Award and Administration of Grants and Indirect Financial Assistance* and have provided all the required information accurately.

In the event of the application being successful, I accept the Council's *Successful Applications Conditions*. In particular, I acknowledge that the award made will be used solely for the purpose(s) outlined in the application form and I understand that the Council reserves the right to reclaim the award in the event of it not being used for the purpose specified. I also

understand that the Council reserves the right to reclaim any residual funds if the actual cost incurred for the specified purpose(s) is less than the award allocated.

Name (BLOCK CAPITALS): SARAH GREEN (on behalf of Harting CAN)

Position in the organisation (if not the contact): Founding member

Signed (if sent by post):

Date: 8 February 2023



Grant Application to the Harting Parish Council for the promotion, making and installation of nest boxes for Swifts, Swallows & House Martins

Operation Nest Box

Contact information

Name	Christine Cunningham & Sarah Green
E-mail address/es	christine.cunningham@live.co.uk sarahja.green@gmail.com
Telephone	Sarah's home number: 01730 825 372

The project

Native and migratory bird numbers have fallen dramatically over the past decades. Swifts and house martin populations are down by over 50% and are now Red Listed, i.e. they are at risk of extinction. Swallows are not far behind.

Our proposal is to deliver a community-wide project to help reverse this trend by making and installing suitable nest boxes for swallows, swifts and house martins. Once these boxes are installed a programme of research and study, engaging all ages in our community, will continue and we will report our successes back to professional bodies.

The depletion in numbers of these birds is being attributed to a number of factors including loss of habitat, scarcity of food, changes in agricultural and building management practices plus climate change. They are struggling to build nests and to feed and successfully fledge their young. Also, in

2021 and 2022 our unusually dry early summers deprived house martins and swallows of the mud to build and mend their nests.

These birds need our assistance, helping them to adapt to the change in our climate. We are proposing this legacy project where we will engage our whole community in finding suitable locations, get teams to make these nesting boxes and install them. The benefits are many including a strengthening of our connection with and enjoyment of our environment, to encourage positive action in improving our biodiversity to the benefit of our wildlife and our own health, to provide a safe haven for these birds for the years to come. This will be of benefit of future generations.

Background research

Throughout November and December much work was undertaken to evaluate the possibilities of this project and find out the interest in our community.

So far:

- We have taken advice from experts to find the right locations to attract these birds. Throughout late November and December site surveys with experts have been undertaken to find old, current and appropriate new nesting sites for these birds.
- We have asked Andrew Shaxon to contract the SDNP who have confirmed that there are no restrictions about installing these nesting homes on listed buildings.
- We sought and gained the support of our repairers from our Repair Café who are keen to get involved in making these bird homes. They are also prepared to install them on the appropriate sites. (Note: the installers have the appropriate insurance).
- We have started to talk to people in our community to find out who is interested in installing these bird homes, helping to make them or record the results. Once we have secured the funding our reach will go wider to engage the wider community including Diggers, Harting School, Harting Horticultural Society, Harting CAN supporters, the churches, in fact anyone who is interested. So far, we have over 30 households who are interested in having nest boxes (site visits still to be completed to check suitability).
- With the support of Harting CAN Repair Café we have started to make swift nest boxes and undertake the site visits to ensure the birds are given the best possible chance. The first painting workshop will take place on Thursday 9th February 2023.

Once the boxes are built and installed the community will be encouraged to record which have been used for nesting and the details of the number of birds in our community. This will be an on-going project and longer term we will be able to see the results of our efforts.

Next steps

Once we have secured funding for this project our aim is:

- To raise the profile of our campaign, to recruit people to our workshops, to recruit more Hirundine Hosts through a parish-wide campaign

- Produce leaflets explaining what is needed to support the nesting sites – muddy puddles, no insecticides or herbicides, increase insect biodiversity etc and manage expectations as it can take 3+ years to attract these birds to new nesting sites
- Organise a team of makers who are prepared to make these boxes and arrange a workshop for communal making
- Organise teams of painters to finish the boxes to a high standard to ensure durability – they need to last for approx. 10 years.
- Buy required materials and prepare them to be distributed to individual makers and ready for the workshop
- Further sites visit to confirm location and number of nests required
- Installation programme

Note: the nesting sites need to be in position by late March, ready for the migration of the birds to the UK

About Harting CAN

Harting CAN (Climate Action Network) has been in existence for just over a year. Our aim is to mobilise the Parish and connect individuals to work together within our community to decarbonise, effect change and protect their natural environment.

Following an initial meeting in October 2021 we launched the Repair Café in March 2022 (thanks to seed funding from Harting Parish News). We have now repaired over 200 items and given advice on many more. This is now established in the Parish calendar and takes place monthly.

Also, in March 2022 we held a Community Gathering where almost 100 people came together to talk about what we wanted to do in response to climate change. Five areas emerged which have become our focus:

- Energy – with the long-term mission to get Harting off oil
- Earth Matters (land, soil, food)
- Reuse, renew and recycling (including the Repair Café and the recently formed Stitch & Enrich)
- Transport
- Education

Harting CAN is an unincorporated not-for-profit community group.

Our aim is to launch more projects which our community can get behind, all of which make a positive change to our environment and therefore the climate.

Why might Harting Parish Council want to support us?

This is a community project, engaging wide sections of the community and has longevity. We are asking for capital expenditure so that we can buy the materials to make these nesting sites and for the supporting marketing campaign and educational campaigns. The making, installing and monitoring of these nests will all be done by volunteers in our community.

Since Harting CAN's inception, we have proven that we can get things done and that we can mobilise our community to support and deliver projects such as this. There is already great enthusiasm for this project – our only stumbling block funding.

Harting CAN aims to build on this community spirit that really came to the fore during lockdown. We aim to initiate projects that bring people together, reduce our carbon emissions whilst enjoying each other's company. We want to keep bringing people together on projects for the common good.

The Swallow, Swift and House Martin nest box campaign is another example of this – where the repairers, makers and menders from the Repair Café will lead workshops, to which everyone in our parish will be invited to get involved, to build these homes, help install them.

We also aim to use this project to educate children and adults on the impact we have on nature and how we can reverse this. The nesting sites will be monitored and successes reported so that we can evaluate our success.

Funding

We are seeking funding for the raw materials so that we can make these nesting boxes. The main cost is for the marine ply and the paint. Please note that the swift nest boxes will be made to last for between 10 - 15 years.

Cost of raw materials to make the boxes:

BOX DESIGN	QUANTITY	ACTUAL RAW MATERIAL COST PER BOX	COST FOR FUNDING REQUEST	RAW MATERIAL COST TOTAL
SWIFT SINGLE - ZEIST	10	£16.15	£16.20	£162.00
SWIFT SINGLE - CORNER	10	£30.58	£31.00	£310.00
SWIFT DOUBLE	20	£53.22	£54.00	£1,080.00
HOUSE MARTIN - DOUBLE	10	£5.93	£6.00	£60.00
HOUSE MARTIN - TRIPLE	10	ESTIMATED	£8.00	£80.00
SWALLOW - DOUBLE	20	£4.68	£5.00	£100.00
TOTAL	80	GRAND TOTAL		£1,792.00

Would the Parish Council be prepared to fund some or the full amount which comes to £1,792.00? We would obviously be hugely grateful for any donation to get this project off the ground

PS:

The typical retail prices (not including p+p or installation) for these boxes are:

Single swift = £40

Double swift = £70

Single house martin/swallow = £18.00
Double house martin/swallow = £23.00
Which would have a total cost of £2,610

We will also be seeking funding for:

- **Swift Call Boxes** (these replicate the swift call and has a proven track record of attracting the birds to the nests): 5 x £30 **Total: £150**
- **Communication Collateral** - 30 colour laminated posters - £150, 500 x A5 information/education leaflets for schools, nest box hosts etc - £70 **Total: £220**

Our funding approach

We have already approached Harting Festivities – they are not giving grants until June 2023, following the Festivities.

We feel that this is an ideal project for the Parish Council to support as it goes to the heart of our community, of which the council is also integral to. We have a team of people who are keen and willing to help build and install these boxes, all we need is the funds to buy the materials. We are only asking for capital funds – everything else will be made up of donations of time from our community.

We plan to ask for donations for these boxes, which will mean we will be able to make more as the demand arises.

From the success of Harting CAN, the Repair Café and more recently Stitch & Enrich we already have a track record of bringing relevant and successful projects to the community.

The projects we could do are endless but they are dependent on funding and we very much hope you will consider our proposal favourably.

What we will do if the Parish Council cannot help?

We think this is hugely valuable project for our community – involving Harting Primary School, the repairers from the Repair Café, supporters of Harting CAN, Harting Horticultural Society, Harting Allotments, ornithologists, and all sections of our community. If we cannot get funding from the Parish Council, we will go further afield to seek the funding we require.

We are hugely grateful for your consideration of our project and very much hope you will support us financially, and maybe also individually get involved with this project!

Sarah Green & Christine Cunningham

On behalf of Harting CAN 6 February 2023

Also, Christine has just been e-mailed by Harting Primary School, who want nest boxes but also want Christine to tell the story of the different birds in front of the nest boxes, which will be to the whole school. Any chance this can be added into our notes somewhere?

The following recommendations are made:

- iv. *That the council considers whether to provide a grant to Harting CAN to help fund Operation Nest Box*
- v. *If the Council agree to a grant, that the amount of that grant is set.*
- vi. *If the Council agree to a grant, that the Council gift the materials to that value to Harting CAN*

Agenda Item 10- Annual Parish Meeting (APM)

Parish Councils throughout England are required by law to hold an Annual Parish Meeting. This meeting must take place between 1st March and 1st June (inclusive) and must not commence before 6pm. (*Local govt act 1972 s14 (1)(2)*)

The meeting is a democratic annual point of communication enabling the Parish Council to explain what it has been doing over the last year as well as providing an opportunity for the electors to have their say on anything they consider is important to the people of the Parish. The Chair of the Parish Council chairs the meeting, or the Vice Chair if they are absent.

In 2023, due to the period of purdah ahead of the elections, the Council agreed to hold the APM on Wednesday 1 March.

Local organisations have been invited to attend and display details and what they have to offer. The local PCSO has been invited to attend but is away on leave on that date, the cover PCSO is also unable to attend.

The following format is planned:

- 7pm Doors open and attendees invited to read reports, circulate around the different organisation displays
- 7.15pm Meeting opened and possible Speaker
- 7.30pm Parish Council provides statutory reports on the work of the Parish Council
- 7.45pm Open questions to the Council
- 8.00pm Tea and coffee served and opportunity to talk to local organisations

The following recommendations are made:

To note the report

Clerk's Reports - Harting Parish Council –16 February 2023

Agenda Item 16

Items raised at previous meetings:

Topic/Date first raised	Item Detail	Action by	Status
Tree Works	Tree works resulting from Tree Survey & storm damage	Clerk	Contractor has been selected and works will start asap
HABAC November 2020	South Downs Safer Roads Task Force Broken South Harting sign in North Lane Flooding in South Harting	WSCC	No further update Reported to LoveWestSussex – reported to new WSCC system Awaiting further information about the date for the 4 yearly gulley clearance.
B2146 Hurst to Stanbridge Min 122 Sept 2022	To investigate a joint cross boundary approach with Buriton PC to help improve the safety of the stretch of road.	AS – Harting DJ - Buriton	AS met with DJ and KOK arranging cross boundary meeting with Highways

POSAC/Woodland and Tree Sub committee (minute 172 – 2022/23)	Commission Management Plan for South Gardens	Woodland & Tree Sub Committee (WTSC)	Council agreed aims and objectives for the Plan. Plan Specification drawn up and Petra Billings has been approached about producing a Management Plan
Traffic Working Group	To consider the possibility of applying for a Community Highways Scheme (CHS) to improve safety for pedestrians and to reduce the speed of traffic in the village		WSCC have been notified that an additional £25k is available as a result of the successful CIL application for a crossing point to South Gardens. Confirmation has been received that the CHS has been shortlisted and will be considered by WSCC in January. Clerk has contacted WSCC 7 February 2023 to request update
Water Pump restoration	June 2022		<u>Village pump restoration project</u> Information to be sought on potential grants and follow up further quotes. Local stone mason ha been approached and is happy to take a look and advice, they may or may not quote.
Community Hall Freehold (Minute 264 2021/22)	To register the freehold of the Village with land registry.	TW	Awaiting confirmation of Land Registry.
Annual Parish Meeting		TW	See agenda item 10
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 had 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. Insurers maintain the Council is not at fault. The statute of limitation is 7 years (injury 3 years) so the case cannot be fully closed until that time.
Concrete bus shelter base May 2022	The concrete base is breaking up and needs attention	TW	Contractor needed to make safe.

South Downs Local Plan review	Council feeding into Local Plan Review		Settlement Facilities Assessment – due 6 April 2023 Open Space Assessment – due 6 April 2023 Parish Statements – due 20 October 2023
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Trish Walker - Clerk