

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 15 June 2023 at 7.30pm

The Press and Public are welcome to attend.

Trish Walker
Clerk to Harting Parish Council

Published 11 June 2023

Harting CAN (Climate Action Network) will give a short presentation ahead of the meeting updating the council on their activities to date as well as discuss how they hope to further collaborate with the Parish Council and local residents with their future plans.

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes** - to approve the Minutes of the Parish Council meeting held on 18 May 2023.
- 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. Co-option of two new councillors to the Harting Ward** (see supporting document for briefing note)
*The following recommendation is made:
To consider the co-option and appointment of two new councillors for the Harting Ward*
- 8. Internal Audit 2022/23** (see supporting document for briefing note and report)
*The following recommendation is made:
To note the completion of the Internal Audit for 2022/23*
- 9. Annual Governance and Accountability (AGAR) statement 2022/23** (see supporting document for briefing note and statement)
*The following recommendation is made:
that the Council approves the Annual Governance Statement for 2022/23*
- 10. Accounting statements 2022/23** (see supporting document for briefing note and statement)
*The following recommendation is made:
that the Council approves the Accounting Statements for 2022/23*
- 11. Notice of public rights and publication of unaudited Annual Governance and Accountability statement** (see supporting document for briefing note)
The following recommendation is made:

To note that the period for the public inspection of the accounts for the year ending 31 March 2023 will be from 19 June 2023 to 28 July 2023.

12. South Downs National Park Authority (SDNPA) Local Plan Review – Parish Priority Statement

The following recommendations are made:

- i. That the Council agree that, in the absence of a Neighbourhood Development Plan, a Parish Priority Statement should be completed to feed into the SDNPA Local Plan Review
- ii. That a Working Group should be set up to lead this process and bring recommendations back to the Council

13. Election of representatives to the SDNPA Board

The following recommendation is made:

That the Council considers the ballot paper for the election of representatives to the SDNPA Board and agrees to vote for up to two candidates.

14. Review of Council policies

14.1. Freedom of Information Act 2000 (attached)

14.2. Data Protection Policy (attached)

14.3. Complaints procedure (attached)

14.4. IT Security policy for councillors (attached)

14.5. IT Security policy for staff (attached)

The following recommendation is made:

That the Council reviews the Freedom of Information, Data Protection, Complaints, IT security for councillors and IT security for staff policies.

15. Finance

15.1. To approve expenditure for June 2023

Trish Walker	Clerk and RFO Salary	1,418.71
HMRC	Tax and NI contributions	398.64
Mulberry & Co	Internal Audit 2022-23	162.00
Clarity Accounting Associates Ltd	Quarterly payroll charge	27.00
M H Kennedy & Sons Ltd	Grass cutting	322.94

15.2. To agree the two banking signatories to authorise the online payments for June 2023.

15.3. To note income for May 2023.

None

15.4. To note that the bank reconciliation for June 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

15.5. To note the bank balance as of 31 May 2023 - £97,884.87 (earmarked funds £41.3k)

15.6. To note the budget statement to 31 May 2023 (attached)

16. Planning - To note the minutes of the Planning Committees held on 18 May 2023.

17. Finance – To note the unconfirmed minutes of the Finance Committee (attached) held on 6 June 2023 and approve the following recommendations:

- i. To note the insurance schedules for the Council, Community Hall and the War Memorial Playing Fields have been reviewed.*
- ii. To note the Terms of Reference for the Finance Committee have been reviewed by that Committee and it is recommended the following changes are made:*
 - a. That the words “to review risk assessments” in Section 2, bullet point 2, should be removed.*
- iii. That the Financial Regulations have been reviewed.*
- iv. That the Council’s subscriptions to NALC, WSALC and the Clerk’s membership to SLCC should be retained at the current level.*

18. Feedback from WMPF and HCH representatives (verbal reports)

19. Correspondence

20. Clerks report – *(attached)*

21. Items for future meetings

Committee membership

Restoration of water pump

South Downs Local Plan review and Parish Statement

Public bins – increase in number

22. Date of next meeting – Parish Council Meeting 20 July 2023 at Harting Community Hall at 7.30pm.

Supporting Documents 15 June 2023

Agenda Item 7 – Co-option of a two councillors for the Harting Ward

Briefing Note

As a result of the uncontested election on 4 May 2023, the Council has two vacancies that can be filled by co-option. Co-options must be made by 22 June 2023 otherwise the Casual Vacancy process will need to be followed.

Potential candidates have been asked to provide the clerk with a short resumé. The details of any potential candidates will be circulated to the councillors and consideration of the vacancy and a vote will be taken at the Council meeting on 15 June 2023.

The successful candidates must receive an absolute majority vote from the councillors present at the meeting. With three candidates, this would mean one must receive more votes than the other two combined in order to be successful in the first round of voting. When this is not the case (e.g. 4, 3 and 1), the name of the person having the least number of votes is struck off the list and a fresh vote is taken.

A tie in votes may be settled by the casting vote exercisable by the chairman of the meeting.

In accordance with Standing Orders, voting is by a show of hands unless two councillors request that it be by secret ballot.

The following recommendation is made:

To consider the co-option and appointment of two new councillors for the Harting Ward

Agenda Item 8 - Internal Audit 2022/23

Briefing Note

The Internal Audit was completed by Mulberry & Co on 2 May 2023. The Annual Internal Audit Report is copied below and the full audit report can be accessed by clicking here



Harting PC - final
internal audit report 2

Annual Internal Audit Report 2022/23

ENTER NAME OF AUTHORITY
Harting Parish Council

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS
harting-pc.gov.uk

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
	✓		

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

29/09/2022 02/05/2023 DD/MM/YYYY

Name of person who carried out the internal audit

Andy Beams, Mulberry & Co. I.AUDITOR

Signature of person who carried out the internal audit

SIGNED AND REQUIRED

Date 02/05/2023

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Agenda Items 9,10 & 11 – Annual Governance and Accountability (AGAR)

Briefing Note

Each year authorities have to complete an Annual Governance and Accountability return prior to External Audit (copied below)

This completed return includes:

- a) Annual Internal Audit report – see agenda item 8 above.
- b) Section 1 – Annual Governance Statement – the systems of internal control are reviewed and agreed by the full Council. This process has to be carried out at the meeting with the questions being read out by the Chairman. Once agreed, the document is signed by the Chairman and the clerk, dated and the minute number added.
- c) Section 2 – Accounting Statements – these are also agreed by the full Council, following the completion of Section 1. The statement is signed by the Chairman and the RFO. The figures on this statement are generated from the Balance Sheet, Income and Expenditure, Budget Statement and the Bank reconciliation.
- d) Section 3 – External Auditor Report – this is completed by Moore, the external auditors, following submission of the above forms along with a bank reconciliation and the notice of significant variations.
- e) Notice of Public Rights - Once the AGAR is approved by the Council the notice of public rights to view the accounts can be stated and the unaudited AGAR is published on the Council website for a period of 30 working days.

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Harting Parish Council
ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		'Yes' means that this authority:	
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>	
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS
harting-pc.gov.uk

Section 2 – Accounting Statements 2022/23 for

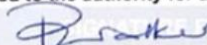
EN Harting Parish Council

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	54143	57356	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	54162	54835	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	4224	27236	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	13636	17306	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	41537	47267	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	57356	74854	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	64931	78118	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	832605	832953	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

 SIGNED

Date 31/05/2023

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Harting Parish Council

NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)

NOTICE

1. Date of announcement Friday 16 June 2023 a)

2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.

Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2023, these documents will be available on reasonable notice by application to:

(b) Trish Walker, Clerk and RFO
The Old Post Office, South Harting, Petersfield, Hants. GU31 5PU
Tel: 01730 825201

commencing on (c) Monday 19 June 2023

and ending on (d) Friday 28 July 2023
[the 30th working day after (c) above]

3. Local government electors and their representatives also have:

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:

Moore (Ref AP/HD)
Rutland House
Minerva Business Park
Lynch Wood
Peterborough
PE2 6PZ



5. This announcement is made by (e) Trish Walker

Agenda Item 12 –South Downs National Park Authority (SDNPA) Local Plan Review – Parish Priority Statement

Parish Councils within the National Park have been invited to prepare Parish Priority Statements (PPS) setting out the principal needs and prevailing views of the local community, these would be used in the preparation of the Local Plan Review and decisions on policy development, land allocation and designations.

The Plans are simpler than Neighbourhood Development Plans.

A copy of an example PPS for a fictional parish council can be accessed via the link below.

https://www.southdowns.gov.uk/wp-content/uploads/2023/05/GreenvilleParishPriorityStatement_Example.pdf

The process to complete a PPS would involve public consultation and engagement.

Completed PPS need to be returned to SDNPA by 20 October 2023.

The following recommendations are made:

- i. That the Council agree that, in the absence of a Neighbourhood Development Plan, a Parish Priority Statement should be completed to feed into the SDNPA Local Plan Review*
- ii. That a Working Group should be set up to lead this process and bring recommendations back to the Council*

Agenda Item 13 – Election of representatives to the SDNPA Board

The SDNPA election of parish representatives has gone to election. Each town and parish council is asked to consider the ballot paper and associated candidate statements (see below) and vote for up to two candidates.

CANDIDATE NAME You may vote for up to 2 (two) candidates	VOTE HERE
Aylesbury, Alun	<input type="checkbox"/>
Bennett, Theresa	<input type="checkbox"/>
Hewlett, Patricia	<input type="checkbox"/>
Mansfield, Paul	<input type="checkbox"/>
Mote, Jane	<input type="checkbox"/>
Morgan-Grenville, Roger	<input type="checkbox"/>
Nyfield, Sue	<input type="checkbox"/>
Shaxson, Andrew	<input type="checkbox"/>
Watts, Richard	<input type="checkbox"/>

ALUN AYLESBURY

Stoughton Parish Council

I have been one of the two 'West Sussex Parishes' representatives on the National Park Authority since its foundation. I now ask you to re-elect me.

We are very fortunate to live in the attractive part of Sussex included within the Park. In serving you on the Planning Committee (for the last several years as Deputy Chairman) and the main Authority, my aim always is to support the Parishes in trying to preserve and enhance the things that make this such a good place to live, while avoiding unnecessary or unwelcome inconveniences to those of us who actually live here.

In my working life I have been a lawyer specialising in Planning and Local Government law, so I am able to bring a great deal of specifically relevant experience to my role at the National Park.

It would be an honour and a pleasure to be allowed to continue.

THERESA BENNETT

Storrington & Sullington Parish Council

I moved to Sussex 22 years ago and enjoy the SD daily as a walker, rider, and lover of the countryside in matters of natural history, horticulture, and archaeology.

I have gained several degrees, including both a Masters in Classical Civilisation (Kings), and a PG Dip in Management. I subsequently spent 15 years as Principal Officer in the Planning and Heritage Dept. of St Albans District Council, a role which gave me a deep understanding of heritage, conservation and management of urban and rural parklands, communicating with key stakeholders and residents.

I have been a member of the Magistracy of Central and West Sussex for sixteen years, covering all aspects of the work that a JP undertakes.

I am deeply invested in the South Downs in all aspects of my daily life and would regard it as a privilege, to represent both Storrington and the interests of the wider community in the ongoing stewardship of this wonderful region.

PATRICIA HEWLETT

Petworth Parish Council

I have been a town councillor for Petworth for several years and stand on the Planning and Open Spaces committees. I also head up the Planting and Horticulture working party, being responsible for designing and planting the floral displays, including the maintenance of green spaces and the creation of green corridors around the town.

I have led Petworth's entry to the regional and national Royal Horticultural Society's "In Bloom" competitions for the last six years, achieving gold medals, winning the regional award and placed second in the Nationals. I work with the National Trust to achieve suitable planting schemes where Petworth Town Council and the National Trust combine and with the school and community garden.

As a member of the Planning and Open Spaces committees my particular interests are the preservation of listed buildings, conserving the uniqueness of our town and our surroundings in the South Downs National Park.

PAUL MANSFIELD

Sompting Parish Council

My name is Paul Mansfield. I am Chair of Sompting Parish Council and an Adur District Councillor. My family have lived in Sompting for many years. I grew up and was educated here.

We are fortunate to be only a couple of miles from the sea, but our most precious asset is the South Downs which covers about a third of this parish, north of the A27.

As a councillor, I have sat on various committees. I have dealt with conservation, environmental, flooding, public access, Planning, nuisance issues.

I can work alone and am also used to working with colleagues in partner organisations e.g. various tiers of local government, Police, voluntary sector, landowners, community groups, contractors, as well as my many dealings with members of the public.

I am very keen to be considered for a position on the Board and feel I have a lot of enthusiasm and experience to offer.

JANE MOTE

Pulborough Parish Council

The South Downs National Park defines and nourishes us in our rural parishes - and it's why I came to live in Pulborough. Having walked and cycled the length of the Downs I couldn't be anywhere else. Even my company's name beechtobeach reflects the unique perspective when among beech trees looking down towards the sea.

I understand that the SDNPA needs to be accessible to all whilst supporting a balance between the environment and users of the park. I believe my expertise in communications could be invaluable to helping sustain that balance. As a former journalist, Head of BBC London and TV programme maker I've always had a mission to open people's eyes to nature. Since moving to Sussex, I have made pro bono films for the National Trust, Sussex Wildlife Trust, Sussex Green Living, Horsham Youth Eco Forum and won a CPRE award for Connecting people with the Countryside.

ROGER MORGAN-GRENVILLE

Tillington Parish Council

I am a 63 year old writer on nature and biodiversity, who has lived in the SDNP area for most of his life. I have a specific interest in land use, livestock and sustainable farming, as well as being the chair of trustees of a small campaigning wildlife charity, Curlew Action. I support the general aims and direction of the SDNP, and would like to use my experience and connections to enable it to move further and faster in the right direction.

SUE NYFIELD

Ebernoe Parish Council

I live in the beautiful parish of Ebernoe that sits in the corner of the South Downs National Park and is famous for its wonderful ancient woodland and annual Ebernoe Horn Fair, a lovely traditional community event.

The SDNP is a major employer and utilises a substantial budget. I have experience of managing multi-year budgets and large numbers of employees with the emphasis on team work. As a Trustee and Director of a grant making charity, I have experience of working with national and local organisations.

I have sheep and skylarks in my fields, Muscovy ducks on my pond and I support many wildlife and environmental charities including the Woodland trust, RSPB, Butterfly Conservation, Sussex Bat Group and Sussex Wildlife Trust.

As well as belonging to a number of walking groups, I am also keen to promote the interests of responsible horse riders and dog walkers in the SDNP.

ANDREW SHAXSON

Harting, Elsted & Treyford Parish Councils

Having always lived in the National Park I am a retired farmer. I have been a Parish Councillor for 35 years, formerly a District Councillor for 20, a member of the SDNPA for nine years, and am currently vice-chair of CDALC. I chaired the SDNPA planning committee for five years.

This extensive experience has provided me with a wide knowledge of the issues and concerns that affect Parishes and National Park residents, including planning delivery. Parish, District and SDNPA membership has made me aware that pro-active communication between parishes, local authorities and the SDNPA is essential to ensure all parties act in the best interests of the SDNP. If elected, I will strive to ensure the National Park Purposes are fulfilled, and to take proper account of parish concerns and views that result from us living here, especially ensuring they are considered in line with the SDNPA's Statutory Duty.

RICHARD WATTS

Midhurst Town Council

I am passionately interested in the well-being of the National Park as a whole and would very much like to be part of the team that protects this vital landscape.

Midhurst is one of the larger towns within the National Park and sits squarely within its heart.

There are many things happening in Midhurst at the moment, particularly following the damage done by the recent fire and the closure of our high street for a prolonged period. We believe that Town Council representation within the park authority will be a benefit to both parties as we start to look at what the future for Midhurst might be.

The following recommendation is made:

That the Council considers the ballot paper for the election of representatives to the SDNPA Board and agrees to vote for up to two candidates.

Clerk's Reports - Harting Parish Council –15 June 2023

Agenda Item 20

Items raised at previous meetings:

Topic/Date first raised	Item Detail	Action by	Status
HABAC November 2020	South Downs Safer Roads Task Force		No further update
	Broken South Harting sign in North Lane	WSCC	Now repaired.
	Flooding in South Harting		Awaiting further information about the date for the 4 yearly gulley clearance.
April 2023 – Min 285	Bike Racks	AP & Clerk	Liaison with White Hart and CDC about the ownership of the public toilets to request permission to fix the racks to the wall. Now confirmed building is on a long term lease to the White Hart. CDC are looking at the options and required permissions and further enquiries being made via District Councillor
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	Cross boundary meeting arranged with Chairs of Harting and Buriton parish councils, WSCC and Hampshire Highways officers and County Councillors took place on 19 April 2023. There was discussion about the extension of the 40mph speed limit from Stanbridge Farm through Nursted Rocks. HCC's policy does not allow this to happen, however the WSCC feel a TRO application could be made. landowners had indicated an agreement in principle to allow a new footpath to create a safe route away from the main road.

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. Petra Billings is unable to help with the South Gardens Management Plan due to other work commitments. Other ecologists are being approached for quotes.
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		Confirmation has been received that the CHS has been successful. Feasibility studies will be carried out between April-Sept 2023 with implementation in 2024/25. Traffic survey wires were located at various sites in South Harting, WSCC have confirmed these relate to the CHS.
Sewage Discharge April 2023 – Min 283	Continually high levels of sewage discharge from the treatment works at South Harting	TW/AS/SBR	Letter sent to Southern Water asking why the discharge levels are so high and what is being done to address this and if and how the planned expansion of the site will make a difference. Clerk has chased response and sent letter via customer services website too. No response as at 9 June 2023.
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 has been approached and is happy to take a look and advice, they may or may not quote. Local stonemason has been asked if he is able to provide some advice on level of work recommended.
Community Hall Freehold (Minute 264 2021/22)	To register the freehold of the Village with land registry.	TW	Awaiting confirmation of Land Registry. Charity Commission website has now been updated to show the Council as the Sole Trustee.
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 – submitted Open Space Assessment – due 20 October 2023 Parish Statements – due 20 October 2023 See agenda item 12

Trish Walker - Clerk