

HARTING PARISH COUNCIL

MINUTES

Minutes of the Meeting of Harting Parish Council held at Harting Community Hall
on **Thursday 20 July 2023** at **7.30 p.m.**

Present: Mr Shaxson (Chair), Mr Bonner, Mrs Curran, Mrs Maxwell Davies, Mr Miller, Mr Olphert and Mr Palmer.

Mr Tim O'Kelly also attended in his role as District Councillor.

In attendance; Trish Walker, Parish Clerk.

There were two members of public in attendance.

81. Apologies for absence: Mrs Bramley, Mrs Martin (apology was not available for the meeting) and Dr O'Kelly (County Councillor).

82. Declarations of Interest: None.

83. Minutes from Meeting held on 15 June 2023.

The minutes of the Meeting of the Parish Council held on 15 June 2023 were agreed and signed by the Chairman as a true record.

84. Questions from the Public:

A member of public handed each councillor an extract from the Ancient Woodland Restoration Survey & Report written in June 2018 (this report had been superseded by the Tree Hazard Survey and Felling Licence in 2019) and raised the following issues:

- Wood left in the Warren could be sold for firewood but the paths are not wide enough to allow vehicles to extract it
- The paths in the Warren were badly overgrown and dangerous for people walking through

The Chair responded and confirmed the wood was deliberately being left for habitat and although it was acceptable for people to carry a piece of wood home for fires, there would not be any organised removal. He also reiterated previous requests for the individual to persist from raising criticism and complaints about the Warren, some of which related to actions three years ago. He also confirmed that keeping the surface of footpaths clear was the responsibility of West Sussex County Council (WSSCC) and any problems should be raised with them.

85. Matters of Urgent Public Importance: None.

86. Reports from the County and District Councillor

Dr O'Kelly, the County Councillor and Mr O'Kelly, the District Councillors, had circulated reports prior to the meeting. Mr O'Kelly gave an outline of the Household Support Fund after being asked for more information.

87. Fencing alongside the brook on the footpath HAR/3543/1

The fencing running alongside the brook on footpath HAR/3543/1, running from the Street to the School, was erected by and is owned by the Council although it is on WSCC land. The path running alongside the brook is also owned by WSCC.

The current situation is that WSCC maintain the surface of the path and the Parish Council provide and maintain the fencing as well as paying the lengthsman to keep the brook and footpath clear.

The recent vandalism to the fencing, creating 4 broken rails, raised concerns about the ongoing upkeep of the fencing particularly as further maintenance work will be required over the next couple of years.

The members were asked to consider opening a discussion with WSCC about the responsibility and cost of providing and maintaining the footpath and the fencing along the brook.

The following proposal was made and agreed:

That the Council agree to approach WSCC about the responsibility and ongoing maintenance of the footpath HAR/3543/1, including the fencing, running alongside the brook leading from the Street to the School.

88. Litter and dog waste bins

Following an enquiry, from a councillor, about the potential for additional litter/dog waste bins the clerk made initial contact with Chichester District Council (CDC) waste collection department asking about the process to introduce new bins and how to agree potential locations. The response stated there was no provision for new bins as the service is running at full capacity, there was no indication if/when there may be increased capacity.

If the Council were to consider new bins at a future date permission would be needed from CDC regarding locations as well as any permissions from landowners. However, until there is further capacity and more information available the Council is unable to consider this further.

The members agreed the Council should ask to be added to a waiting list for additional waste collection points.

The following proposals were made and agreed:

- i. To note the report*
- ii. That the Council requests to be added to a Chichester District Council waiting list for additional waste collection points and considers the options and processes when more information is available from them*
- iii. That the Council asks Tim O'Kelly, District Councillor, to investigate when further information may be available including when capacity may be added to the Chichester District Council waste collection service*

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

The Council noted that, as part of the process to produce a Parish Priority Statement, it will be necessary for the Council to engage with the community through a public meeting and possibly via a household questionnaire. As the Council does not meet in August the members were asked to give delegated authority to the Parish Priority Statement Working Group (PPSWG) to progress arrangements for a public meeting and to devise a method for communications.

The SDNPA had also indicated there would be an opportunity for councils to agree a timescale beyond the original deadline of 20 October 2023. The members agreed that an extension to the deadline should be requested.

The following proposals were made and agreed:

- i. That in the absence of an August Council meeting, the Parish Priority Statement working group should be given delegated authority to progress arrangements for a public meeting and to devise an appropriate method of communication to ensure community engagement*
- ii. That the Council should notify the SDNPA that the Council would like to take the opportunity to agree a revised timetable beyond the 20 October 2023 to ensure there is sufficient time to engage with the community*

90. Media and Press Policy

The Media and Press policy was reviewed and with a minor amendment to correct a typo, was agreed.

91. Correspondence Policy

The Correspondence policy was reviewed and agreed.

92. Retention Policy

The Retention policy was reviewed and agreed.

93. Grants Policy

The Grants policy was reviewed and with a minor amendment to correct a typo, was agreed.

94. Metal Detecting Policy

The Metal Detecting policy was reviewed and agreed.

95. Finance

95.1. Previously approved payments made during the month were noted:

Petersfield Joinery	Hall Committee Room refurbishment	1,202.40
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95.2. It was agreed that the following payments should be made:

Undisclosed	Clerk & RFO Salary	1,364.71
Debra Harknett- Godfree	Year end account advice and prep	81.25
Debra Harknett- Godfree	Hall bookkeeping April - June 2023	218.75
Trish Walker	Monthly zoom subscription	15.59
M H Kennedy & Son Ltd	Grass cutting	193.76
Harting Community Hall	Hire of hall for Coronation celebrations	200.00

95.3. It was agreed that Mr Miller and Mrs Curran would authorise the July online payments.

95.4. The income for June 2023 was noted.

Bank interest £480.83

95.5. Bank Reconciliation for July 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.

96. Bank balance as of 30 June 2023 - £93,302.55 (earmarked funds £43k)

97. Budget Statement to 30 June 2023

Noted.

98. Planning Committee

The minutes of the Planning Committee held on 15 June 2023 and 7 July 2023 were noted.

99. Feedback from WMPF and HCH representatives

There were no reports.

100. Correspondence

None.

101. Clerk's report

The report was noted and it was confirmed that the registration for Speedwatch was underway despite a problem with the website used for registration. The potential volunteers had been contacted again to confirm they were still interested in joining the group.

Mr Palmer confirmed permission was still awaited from the White Hart regarding the installation of bike racks, there has been another change of manager which has delayed the progress.

It was noted there are several items on the clerk's report which will hopefully move forward over the next few months.

102. Items for future meetings

Committee membership

Restoration of water pump

South Downs Local Plan review and Parish Statement

103. Date of next meeting: The next meeting would be held at 7.30pm on Thursday 21 September 2023 at Harting Community Hall.

The meeting closed at 8.20 pm.