

MEETING OF HARTING PARISH COUNCIL

You are hereby summoned to a Meeting of Harting Parish Council to be held
at Nyewood Village Hall on
Thursday 19 October 2023 at 7.30pm.

The Press and Public are welcome to attend.

Trish Walker

Clerk to Harting Parish Council

Published 15 October 2023

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes** - to approve the Minutes of the Parish Council meeting held on 21 September 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. Parish Priority Statement Working Group (PPSWG)** (see supporting document for briefing note)
The following recommendations are made:
 - i. To note the report*
 - ii. To note that the Chair in conjunction with the Chair of Finance and the Clerk agreed, with regard to 4.1 of the Financial Regulations, that a tabletop folding display board should be purchased at a sum of £119.17 + vat.*
- 8. Bollards at Furze Meadow, Nyewood** (see supporting document for briefing note)
The following recommendation is made:
To note the report.
- 9. Highways and Byways committee (HABAC)** (see attached minutes for information)
The following recommendations are made:
 - i. To note the minutes of the HABAC meeting held on 3 October 2023*
 - ii. That the Council consider making an application for a Traffic Regulation Order (TRO) to introduce a 40mph speed limit on the stretch of the B2146 leading from the Hampshire County border to Hurst Farm.*
- 10. Bike Rack** (see supporting document for briefing note)
The following recommendations are made:
 - i. That the Council agrees to purchase and fit a wall mounted bike rack for up to 4 cycles on the wall of the public toilets adjacent to the phone box at a cost of up to £300.*

ii. To agree the cost of the bike rack is offset against the Community Infrastructure Levy held by the Council.

11. D Day 80th celebrations 6 June 2024 (see supporting document for briefing note)

The following recommendations are made:

- i. To note the report
- ii. That the Council consider if there should be any community arranged activity to celebrate the D Day 80 anniversary on Thursday 6 June 2024 and if so, how this may be taken forward
- iii. If (ii) is agreed and there is an intention to light a Beacon, and appropriate resources to erect and light it, that the Clerk should register this with the National scheme and make initial contact with the landowner for permissions

12. Grant request '4 Sight' (see supporting document for briefing note)

The following recommendation is made:

That the Council considers the grant application from 4 Sight.

13. Parish Council Facebook page (see supporting document for briefing note)

The following recommendations are made:

- i. That the Council consider the proposal to set up a Facebook page to further communications within the parish
- ii. If (i) is agreed that the Council adopt the Facebook Policy

14. Review of Terms of Reference – Complaints Committee and HABAC (attached)

The following recommendations are made:

- i. To note the Terms of Reference for the Complaints Committee have been reviewed by the Chair of that Committee and no changes are recommended.
- ii. To note the Terms of Reference for the Highways and Byways Advisory Committee has been reviewed and no changes are recommended.

15. Finance

15.1. To approve expenditure for October 2023

Undisclosed	Clerk and RFO Salary	1,364.71
Parish Council Websites	Annual website hosting and maintenance	300.00
Clarity Accounting Associates Limited	Payroll August to October 2023	27.00
Trish Walker	Monthly zoom subscription	15.59
M H Kennedy & Son Ltd	Grass cutting	193.76
Mulberry & Co	Mid year Internal audit	210.06
Mr A Christie	Annual Allotment rent	25.00
Petersfield Citizens Advice Bureau	Donation - S137	300.00
Harting Parochial Church Council	Burial Grant	200.00
Harting Congregational Church	Burial Grant	200.00
Mr A Shaxson	Chairman's Allowance	200.00
Debra Harknett- Godfree	Hall bookkeeping	106.25
David Chaffe	Process 2 Matters - DPO role	150.00
Petaprint	Parish Priority leaflets	95.00
Trish Walker	Clerk expenses - display board, ink and paper	255.28

- 15.2. To agree the two banking signatories to authorise the online payments for October 2023.**
- 15.3. To note that the bank reconciliation for October 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**
- 15.4. To note income for October 2023.**
- | | |
|-----------|------------------------------------|
| £27966.00 | 2 nd instalment precept |
| £627.88 | Bank interest |
- 15.5. To note the bank balance as of 30 September 2023 - £109,660.04** (includes earmarked funds £39.6k and budgeted spend £26k)
- 15.6. To note the budget statement to 30 September 2023** (attached)
- 16. Planning** - To note the minutes (attached) of the Planning Committees held on 21 September 2023.
- 17. Feedback from WMPF and HCH representatives** (verbal reports)
- 18. Correspondence** (see supporting document for details)
- 19. Clerks report** – *(attached)*
- 20. Items for future meetings**
- Restoration of water pump
 - 2024-25 budget setting
- 21. Date of next meeting** – Parish Council Meeting 16 November 2023 at Harting Community Hall time to be confirmed.

Supporting Documents 19 October 2023

Agenda Item 7 - Parish Priority Statement Working Group (PPSWG)

Briefing Note

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 PPSWG has met on three occasions and the following areas have been covered:

- Survey developed based on SDNPA proforma. Click [here](#) for copy of survey.
- The [online survey](#) can be accessed via QR code or the Council website with hard copies available from the village shop and the clerk.
- Leaflet designed for delivery to households in the parish providing information and directing residents to the various ways of completing the survey. Click [here](#) for copy of leaflet.
- Page for Council website set up
- Delivery of leaflets started on 11 October 2023
- Timetable of village events and how the survey can be promoted at them
- Public meeting arranged for 16 November 2023 ahead of the Council meeting
- Final response to be considered by Council at the meeting on 21 December 2023 and submitted to the SDNPA by the end of December 2023
- Ways to display information at events and meetings. The need for a portable tabletop display board was identified. The purchase was authorised according to 4.1 of the Financial Regulations.

The following recommendations are made:

- To note the report*
- To note that the Chair in conjunction with the Chair of Finance and the Clerk agreed, with regard to 4.1 of the Financial Regulations, that a tabletop folding display board should be purchased at a sum of £119.17 + vat.*

Agenda Item 8 – Bollards at Furze Meadow, Nyewood

Briefing Note

Hyde housing own the open space area, containing the play area, in Furze Meadow, Nyewood. The fencing around the area has been in need of repair for some years and indeed Hyde had committed to these repairs.

The local residents were alarmed in July when contractors arrived and after replacing the original area of fencing alongside the main road proceeded to install a series of concrete bollards alongside the road leading into the estate, see picture below.

Unsurprisingly, this was not welcomed by the local residents as they were not in keeping with the area and also did not serve any purpose in preventing children running out in to the road.

At a meeting at the Henry Warren Hall, 26 local residents raised their objections with Hyde Housing.

Confirmation has now been received that the bollards will be removed and replaced with the same style of fencing as along the main road, see picture below.

The following recommendation is made:

To note the report.



Agenda Item 10 – Bike racks

Briefing Note

During the last few months there has been some deliberation over the possible siting of bike racks which were agreed in principle at the Council meeting in April 2023. It would appear the best site for the racks is under the parish council noticeboard, on the southerly side of the phone box. Due to the location a wall mounted bike rack would be most suitable. This will mean there is no permanent obstruction on the pavement and will enable the noticeboard to remain accessible. The picture below shows the suggested style of rack and will accommodate up to 4 bikes.

The proposal is to affix the racks to the wall of the public toilets and this has been cleared with WSCC. However, the building is owned by the White Hart pub, written has been received from the owners of the White Hart pub giving permission to attach the bike racks to the wall.

The cost of the bike rack will be in the region of £90 + vat. The cost of installation is unknown at this stage.

To enable this project to move forward as swiftly as possible the members are asked to consider the following recommendation subject to written confirmation.



The following recommendations are made:

- i. That the Council agrees to purchase and fit a wall mounted bike rack for up to 4 cycles on the wall of the public toilets adjacent to the phone box at a cost of up to £300.*
- ii. To agree the cost of the bike rack is offset against the Community Infrastructure Levy held by the Council*

Agenda Item 11 – D Day 80th celebrations Thursday 6 June 2024

Briefing Note

The following link gives a great deal of information about the national celebrations for the 80th anniversary of D Day on 6 June 2024. [D-DAY 80 Celebrations](#)

The members are asked to consider if there is any desire or opportunity to hold any events local to commemorate this event.

Part of the events involves the lighting of Beacons across the country at 9.15pm. Harting has traditionally taken part in Beacon lighting and it may be desirable to do this again. In previous years the Olphert family have very generously given their time and equipment to place and light the Beacon, it would be extremely difficult to do this without their assistance, so that must be taken into consideration.

In addition to this permissions need to be granted by Natural England and the landowners, the National Trust. These permissions have a long lead time.
The members are asked to consider if there is a desire to hold an event within the Parish and if so how this may be progressed.

The following recommendations are made:

- i. To note the report*
- ii. That the Council consider if there should be any community arranged activity to celebrate the D Day 80 anniversary on Thursday 6 June 2024 and if so how this may be taken forward*
- iii. If (ii) is agreed and there is an intention to light a Beacon, and appropriate resources to erect and light it, that the Clerk should register this with the National scheme and make initial contact with the landowner for permissions*

Agenda Item 12 – Grant request from 4 Sight



Bognor Regis Vision Support Centre
36 Victoria Drive,
Bognor Regis,
West Sussex
PO21 2TE

29/09/2023

Dear Ms Trish Walker

4Sight Vision Support is a registered charity supporting blind and sight impaired children and adults, their families and carers, across West Sussex. Our free services help clients maintain independence and live life without limits: we advise on accessible technology, education, employment, obtaining financial assistance, social activities, and health and wellbeing.

We receive no Government support and rely solely on voluntary donations to deliver our services **free of charge** to our clients. We currently support 1 sight impaired resident in your Parish. Your continued support would directly impact them. Our vision is that every person with sight loss is aware of, can access and benefit from 4Sight Vision Support's services, so that everyone can experience a life without limits.



The current challenges

Cost of living crisis

People continue to face increased costs in food, gas, electricity, fuel and housing. Blind and sight impaired people are, once again, experiencing disproportionate challenges:

- They are more reliant on devices (additional lighting in their homes, Alexa to help them manage their everyday tasks, etc.) which are now costing more to run
- They are more reliant on benefits than the general population; only one in four registered blind and partially sighted people of working age are in employment
- The process of claiming Government benefits is complex, forms are often lengthy and paper based

With more and more of our clients being pushed into poverty, having to make impossible decisions about what to cut back on and at increasing risk of a decline in their mental health, access to the correct financial support has never been more important. As a result, in 2022/23 we saw a huge increase in requests for support with accessing benefits and completing complex benefits forms/assessments, with 60 hours spent supporting over 140 clients (compared to 22 hours spent supporting 12 clients in the previous year). We expect this demand to continue.



01243 828555
enquiries@4sight.org.uk
www.4sight.org.uk



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Registered Company No. 3740647
Registered Charity No. 1075447

The crisis has also affected us as an organisation, our operating costs are going up and income is going down – some have less to give and competition for funding has increased.

Increasing demand

There are an estimated 36,200 people living with sight loss or low vision in West Sussex, and our county has the largest incidence of age-related sight loss in the UK, with almost 6,000 people registered as blind or partially sighted (RNIB Sight loss Data). RNIB projections indicate this number will rise a further 22% by 2032.

Since hospital eye clinics began offering more appointments, resulting in increased levels of diagnosis, we have subsequently seen a significant rise in demand for our services, with an average of 63 new referrals each month. In 2022/23 we supported 761 new clients, a staggering 45% increase on 2021/22.

There is now a backlog of appointments at local hospital eye clinics, which, along with the RNIB's predicted 22% increase in demand by 2032, is likely to result in an unprecedented demand for our services over the next few years.

Life after the pandemic

Covid-19 continues to have a profound and lasting impact on the daily lives of people with sight loss – over three years later. Many of our clients experienced a deterioration to their sight, in some cases irreversibly. While others lost confidence and mobility and have still not returned to social and leisure activities, losing the independence they once had. This has had a detrimental impact on clients' mental health and wellbeing.

Please help us to continue to be there for our clients:

We receive no Government support and rely solely on voluntary donations to deliver our services free of charge to our growing client base, which currently stands at 3,012.

A donation, however great or small, will enable us to:

- Listen, and provide emotional and practical support for our clients after diagnosis, which can be a devastating and life-changing time, helping people to feel less isolated and alone.
- Help people to understand their condition and what it means.
- Carry out our dedicated assessments to identify magnification, techniques and products to help with everyday tasks such as reading, shopping, medication, preparing meals; helping our clients to make best use of their remaining sight, enabling them to carry out tasks more easily and safely and remain independent.
- Support our clients with accessing benefits and concessions, helping them to complete often complex and paper-based forms, such as Personal Independence Payments, Attendance Allowance and Blue Badge, ensuring they and their families are provided for, which improves their financial stability and reduces stress and anxiety.
- Assist with setting up and using accessibility features on a broad range of tech devices, providing clients with a wealth of information through simple voice-activated commands, helping them to access online shopping, banking and feel more connected with loved ones, the outside world and their wider community – reducing isolation.

£55 would enable us to support 1 client for a year
£110 would enable us to support 2 people for a year

Our Chief Executive, Kirstie Thomas, would welcome the opportunity to speak at a forthcoming council meeting, to explain our work in more detail and discuss how we may support more people living with sight loss in your Parish. If this would be of interest to you, please email me: julie.branson@4sight.org.uk or phone: 01243 838 001 to discuss this further.

Thank you very much for taking the time to consider our request.

Yours sincerely,



Julie Branson
Fundraising Manager



The clerk contacted the charity and has received confirmation that they are working with one client in the parish. They are keen to spread information about the help they are able to offer more widely.

*The following recommendation is made:
That the Council considers the grant application from 4 Sight.*

Agenda Item 13 – Parish Council Facebook page

Briefing Note

The Council currently communicates via the Parish News, Parish Council website and occasional household leaflets. There is an active 'Harting and surrounding villages' Facebook group which the clerk uses to advertise events for the Council but entries have to be agreed by an administrator and this can sometimes take a few hours. There are also many other posts on that page which means an item can quickly become old news.

The purpose of the Parish Council Facebook page would be to promote Council related matters, meetings and events. It would include links to the Council website and to the central contact point via the clerk's email address.

It is proposed the comments section of the page would be switched off to ensure the page is easy to administer. If comments were allowed, they would need to be monitored and in some cases responded to. Users will be encouraged to contact the clerk by email if there are any questions or points to be made about a post.

If the members agree to setting up a Facebook page, it will be necessary to adopt a Facebook policy to cover the usage of this social media. The attached draft policy has been adapted to include only the Facebook elements from a NALC (National Association of Local Councils) model Social Media policy.

The following recommendations are made:

- i. That the Council consider the proposal to set up a Facebook page to further communications within the parish*
- ii. If (i) is agreed that the Council adopt the Facebook Policy*

Agenda Item 18 – Correspondence

Sent/Rcd	Correspondent	Details
Rcd Sent	West Harting resident	Requesting a defibrillator is installed in the West Harting phone box as grants are now available for communities. Clerk responded to give the historic background to the situation whereby local residents had decided against a defibrillator as grants were unavailable at the time and residents were not inclined to cover the cost. In the light of potential grants, this could potentially be reviewed (grants now available on match funding). However, it would be possible that the usage for East Harting phone box might be investigated at the same time. This will be investigated further and brought to a Council meeting.

Clerk's Reports - Harting Parish Council –19 October 2023

Agenda Item 20

Items raised at previous meetings:

Topic/Date first raised	Item Detail	Action by	Status
HABAC November 2020	Speedwatch Flooding in South Harting	Clerk	Clerk has now been able to register the Council for Speedwatch. Clerk needs to sit an online training session to complete the registration process. Awaiting further information about the date for the 4 yearly gulley clearance.
April 2023 – Min 285	Bike Racks	AP & Clerk	See agenda item 10
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 landowners had indicated an agreement in principle to allow a new footpath to create a safe route away from the main road. . 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. See agenda item 9.
POSAC/Woodland and Tree Sub committee	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.

(minute 172 – 2022/23)			
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 officers have been assessing the various sites and it is hoped they will be able to meet with members of the TWG in late October to discuss the next steps. Clerk contacted officer in charge to request meeting date.
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
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. Local stonemason has been asked if he is able to provide some advice on level of work recommended.
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 31 December 2023 Parish Statements – due 31 December 2023 See agenda item 7

Trish Walker - Clerk