

## 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 16 October 2023 at 8pm**  
or on the rising of the Public Meeting if later.

The Press and Public are welcome to attend.

*Trish Walker*

Clerk to Harting Parish Council

Published 12 November 2023

### AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes** - to approve the Minutes of the Parish Council meeting held on 19 October 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:*  
*To note the report*
- 8. Traffic Regulation Order (TRO) application B2146 Hampshire County border to Hurst Farm** (see supporting document for briefing note)  
*The following recommendations are made:*
  - i. To note the report*
  - ii. To consider if a sum of up to £1000 might be pledged as part of the Traffic Regulation Order for B2146 Hampshire Council border to Hurst Farm.*
- 9. Flooding in the Parish** (see supporting document for briefing note)  
*The following recommendations are made:*
  - i. that the Council agree to investigate an Operation Watershed application to take account of the flooding issue on the stretch of B2146 immediately west of South Harting*
  - ii. that the Council agree to use funds from the £1820.45 held from a previous Operation Watershed application to purchase items to be used to divert the water during times of flooding*
  - iii. That the Council agree, if the WSCC does not act promptly, to use funds from the £1820.45 held from a previous Operation Watershed application to employ*

*contractors to clear the most problematic blocked gulleys in the parish, subject to cost.*

*iv. That the Council agree to approach WSCC to request flood signage to be used on the B2146 leading into South Harting and at Hurst*

*v. That the Council agrees to ask residents to keep an eye on and clear the drain covers, where it is safe to do so, in the vicinity of their homes to alleviate flooding and standing water on the roads.*

**10. Defibrillators in the parish** (see supporting document for briefing note)

*The following recommendations are made:*

*i. That the clerk proceeds to apply for grant funding for two defibrillators*

*ii. That opinion is gauged from West and East Harting residents that, on the basis of successful grant bids or sufficient funding being available, defibrillators might be located in the disused phone boxes.*

**11. Permissive footpath to War Memorial Playing Field** (see supporting document for briefing note)

*The following recommendation is made:*

*That the clerk contacts the landowners to thank them for introducing the permissive path.*

**12. Harting Community Hall – Car park white lines** (see supporting document for briefing note)

*The following recommendation is made:*

*That the Council agree to gift the line marking carried out by Parkmarks at a cost of £250 + vat and that this shall be offset against the Parish Council grant held in reserve*

**13. Local Government pay agreement 2023** (see supporting document for briefing note)

*The following recommendation is made:*

*To note the report*

**14. Finance**

**14.1. To approve expenditure for November 2023**

Undisclosed	Clerk and RFO Salary	1,364.71
Chichester District Council	Uncontested election costs	427.50
Trish Walker	Monthly Zoom subscription	14.39

**14.2. To agree the two banking signatories to authorise the online payments for November 2023.**

**14.3. To note that the bank reconciliation for November 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**

**14.4. To note income for November 2023.**

£2168.62    vat refund

**14.5. To note the bank balance as of 31 October 2023 - £110,573.02** (includes earmarked funds £44.3k and budgeted spend £24k)

- 14.6. To note the budget statement to 31 October 2023** (attached)
- 15. Planning** - To note the minutes (attached) of the Planning Committees held on 19 October 2023.
- 16. Feedback from WMPF and HCH representatives** (verbal reports)
- 17. Correspondence** (see supporting document for details)
- 18. Clerks report** – *(attached)*
- 19. Items for future meetings**  
Parish Priority Statement  
Restoration of water pump  
2024-25 budget setting  
Co-option
- 20. Date of next meeting** – Parish Council Meeting 21 December 2023 at Harting Community Hall at 7.30pm.

## **Supporting Documents 16 November 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 was set up to progress this.

A leaflet was delivered to every house in the parish encouraging residents to complete an online, or paper survey, to outline their views and priorities for the next 15 years. Approximately 750 leaflets were delivered.

At the time this report was written 139 responses had been received. The information from these responses has been summarised by the PPSWG and the initial findings will be presented to the Parish Meeting on 16 November 2023, to be held ahead of the Council meeting.

Following the Parish Meeting the Parish Priority Statement will be drafted and presented for approval at the Council meeting on 21 December 2023.

*The following recommendations are made:*

*To note the report*

### **Agenda Item 8 – Traffic Regulation Order (TRO) application B2146 Hampshire County border to Hurst Farm**

#### **Briefing Note**

At its meeting on 19 October 2023 the Council agreed to make a TRO application to reduce the speed limit to 40mph on the stretch of the B2146 from the Hampshire County border to Hurst Farm.

As part of the application the Council is required to provide evidence of support from the local residents and the County Councillor. The residents in that area are being contacted to gauge support and to gather evidence of that support. The County Councillor and the neighbouring parish council will also be contacted to request support for the application.

The application also asks if there is any funding available from the parish council to contribute to the application. The budget for 2023/24 does contain £1000 for Highways which has not been allocated at this point.

The members are asked to consider if a sum should be pledged towards the cost of the TRO.

*The following recommendations are made:*

*i. To note the report*

*ii. To consider if a sum of up to £1000 might be pledged as part of the Traffic Regulation Order for B2146 Hampshire Council border to Hurst Farm.*

### **Agenda Item 9 – Flooding in the Parish**

#### **Briefing Note**

The recent period of continual rain has caused many problems with many areas suffering from flooded roads and paths. Some has resulted from blocked drains although the problem is mostly due to the volume of rain.

The stretch of the B2146 between the Congregational Church and Cow Lane has been a particular problem (see figure 1 below), with the road flooding on 5 occasions in the last 2 weeks and residents needing to intervene to redirect water into the large drain at the side of the Telephone exchange. If no measures were taken there is a high likelihood that the properties near the junction would flood. The current problem, as has been seen in the previous two years, is the huge amount of water pouring out of a number of fields, including the one adjacent to the Congregational Church and running down the footpath. This is not

captured by the large drain that was installed some years back, although it does resolve the problems that were experienced at that time.

60 year old French drains have silted up over the years. It would undoubtedly help the situation if they were working.

With the increasing frequency of very wet weather, the situation is very concerning and the members are asked to consider making an Operation Watershed application to try and address the problems that have been highlighted. In the short term the members are asked to consider agreeing to purchase some items such as sandbags and boards to give immediate help.

There is a balance of £1820.45 from the previous Operation Watershed scheme which has been ring fenced within the Council funds. This could be used for this purpose.



Figure 1

A lot of gulleys within the Parish are blocked and although reported to WSCC are seemingly not of high enough priority to be cleared. The members are asked to consider using some of the Operation Watershed ring fenced funding to instruct contractors to clear the most problematic gulleys.

There has also been a considerable amount of flooding on the road at Hurst. Most of this is on the bend by Hurst Cottage and is dangerous as there is no warning. It is hoped WSCC may be willing to provide some signage that could be put out when required.

In an attempt to alleviate flooding it would be a good idea to ask residents if they would keep an eye on, and if possible clear the drains adjacent to their properties. This is particularly important at this time of year when leaves are constantly blocking the drain covers. This idea was considered a few years ago and not taken forward as there was concern about the safety of people doing this. However, it would be stressed that this would be a matter of clearing the covers where it was safe to do so and reporting any further problems to the clerk.

*The following recommendations are made:*

- i. that the Council agree to investigate an Operation Watershed application to take account of the flooding issue on the stretch of B2146 immediately west of South Harting*
- ii. that the Council agree to use funds from the £1820.45 held from a previous Operation Watershed application to purchase items to be used to divert the water during times of flooding*
- iii. That the Council agree, if the WSCC does not act promptly, to use funds from the £1820.45 held from a previous Operation Watershed application to employ contractors to clear the most problematic blocked gulleys in the parish, subject to cost.*
- iv. That the Council agree to approach WSCC to request flood signage to be used on the B2146 leading into South Harting and at Hurst*
- v. That the Council agrees to ask residents to keep an eye on and clear the drain covers, where it is safe to do so, in the vicinity of their homes to alleviate flooding and standing water on the roads.*

## **Agenda Item 10 – Automated External Defibrillators (AED) in the Parish**

### **Briefing Note**

The Council owns two disused BT phone boxes in East and West Harting. Since adoption the two boxes have been refurbished but no long term usage for the space has been decided.

In past years consideration has been given to installing defibrillators in the phone boxes, however without any grants available to fund the purchase this was not progressed.

The Department of Health and Social Care is now inviting interested organisations to register expressions of interest for its £1million Community Automated External Defibrillators (AED) Fund. This is aimed at increasing the number of AED's in public places.

The British Heart Foundation has also re-opened grant applications for funded defibrillators.

The funding under these schemes varies from full funding, where the need is likely to be greatest, to match funding. The full cost of a defibrillator and cabinet would be in the region of £1500.

The installation of the defibrillators would be dependent on certain conditions such as a constant electricity supply to ensure the defibrillator stays at the right temperature in cold weather and is visible in the dark. There would be an ongoing cost for replacement pads and batteries if these projects were to be taken forward.

The members are asked, in the first instance, to agreed the clerk should investigate and make applications for grants for the two phone boxes to ensure the application deadlines are not missed. The views of the residents local to the two phones boxes will also be requested with regard to the potential installation of AED's.

A further report will be brought to the Council when further information is available.

*The following recommendations are made:*

- i. That the clerk proceeds to apply for grant funding for two defibrillators*
- ii. That opinion is gauged from West and East Harting residents that, on the basis of successful grant bids or sufficient funding being available, defibrillators might be located in the disused phone boxes.*

## **Agenda Item 11 – Permissive footpath to the War Memorial Playing Field (WMPF)**

### **Briefing Note**

The owners of Church Farm, South Harting, have very kindly introduced a permissive path leading from Cow Lane to the War Memorial Playing Field. The path runs alongside the edge of the field to the south of the B2146. This path creates a safe route to and from the Playing Fields without the need to cross the busy road or walk through the narrow section of road leading to the Congregational Church.



*The following recommendation is made:*

*That the clerk contacts the landowners to thank them for introducing the permissive path.*

### **Agenda Item 12 - Harting Community Hall (HCH)– Car park white lines**

In May 2022 HCH introduced painted car parking lines in the Hall car park, this was funded from the Parish Council grant held in reserve. Since this time, and with the creation of the Humphrey Sladden meeting room, it has become evident that a keep clear zone needs to be marked at the bottom of the steps leading from the fire exit doors. The cost of the updated marking is £250 + vat.

*The following recommendation is made:*

*That the Council agree to gift the line marking carried out by Parkmarks at a cost of £250 + vat and that this shall be offset against the Parish Council grant held in reserve*

### **Agenda Item 13 – Local Government pay agreement**

#### **Briefing Note**

NALC (National Association of Local Councils) has confirmed that the National Joint Council for Local Government Services has reached an agreement on the rates of pay applicable from 1 April 2023 to 31 March 2024.

The award is based on a flat rate of £1925 based on 37 hours per week, this equates to £1 per hour.

The pay award for the Harting clerk is automatic applied as the payscale is detailed within the employment contract.

*The following recommendation is made:*

*To note the report.*

### **Agenda Item 17 – Correspondence**

<b>Sent/Rcd</b>	<b>Correspondent</b>	<b>Details</b>
Rcd	Ed Waller Previous resident	<a href="#">Click here</a> to find details of letter outlining a project to capture updated record of lives of people in Harting and surrounding areas.
Sent		Clerk responded to confirm this will be raised as an item of correspondence. Perhaps he may like to come in the new year, ahead of a Council meeting, to present his project.

## Clerk's Reports - Harting Parish Council –16 November 2023

### Agenda Item 18

Items raised at previous meetings:

Topic/Date first raised	Item Detail	Action by	Status
HABAC November 2020	Speedwatch	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	Flooding in South Harting  Bike Racks	AP & Clerk	Approved at meeting on 19 October 2023. Clerk has applied for Section 115E licence from WSCC which has been granted but specifies the installation has to be carried out by a contractor who has New Road and Streetwork accreditation.
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.
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.



TRO application October 2023 Minute 148	Apply for 40mph speed restriction from Hampshire Border to Hurst Farm	TW/AP	Council agreed to make TRO application on 19 October 2023. Now need to gain evidence of support from the local residents and the County Councillor. Application asks if any funding might be pledged. See agenda item 9.
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. There has been some correspondence during October resulting in a meeting with CHS officer to discuss initial plans on 21 November 2023.
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

Parish Priority Statement			See agenda item 7 for update
D Day Celebrations October 2023- Minute 150	Lighting of Beacon	TW	Need to confirm that Olphert family are happy to erect and light Beacon Permission to be sought from National Trust and Natural England – this will be done in the week commencing 20 Nov 2023
Parish Council Facebook Page October 2023 Minute 152	Setting up of Council Facebook page to improve communication	TW	Council agreed to set up of Facebook page. Clerk to progress when there is a suitable time to spend some time investigating.

**Trish Walker - Clerk**