

HARTING PARISH COUNCIL

MINUTES

Minutes of the Meeting of Harting Parish Council held at Harting Community Hall
on **Thursday 18 January 2024 at 7.30pm.**

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

In attendance: Trish Walker, Parish Clerk.

There were four members of public in attendance.

209. Apologies for absence: Dr K O'Kelly (County Councillor) and Tim O'Kelly (District Councillor)

210. Declarations of Interest: None.

211. Minutes from Meeting held on 21 December 2023.

The minutes of the Meeting of the Parish Council held on 21 December 2023 were reviewed and signed by the Chairman as a true record.

212. Questions from the Public:

A member of public raised concerns about the stretch of road running from Killarney Cottage through to Goose Green. The road seems to be permanently flooded and the road surface is in a very bad condition. This was a problem far greater than potholes. *The Chair responded that there were many problems with roads in the County at the moment. It was agreed that the Chair of Highways and Byways Advisory Committee would meet the member of public at the site and the Clerk would report the matter to WSCC Highways.*

213. Matters of Urgent Public Importance: Mrs Martin reported there had been several break-ins recently in Nyewood. It was noted the police had been informed and were being proactive, it would be a good idea to alert the rest of the community to be vigilant.

214. 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.

215. Highways and Byways Advisory Committee (HABAC)

The minutes from the HABAC meeting on 9 January 2024 were noted. Mr Palmer, the HABAC chair, expressed his sympathy to those that had been affected by the flooding in the village on 4 January 2024. Unfortunately, there had been extremely heavy rainfall

and, combined with the run off from the fields, this had caused 5 properties in the centre of the village to flood. The fire brigade had been in attendance.

Since this event some work had been carried out by local residents to clear some of the drains that run down North Lane. Work had also been undertaken to clear the ditches running alongside the field adjacent to the Congregational Church in the hope it will stop some of the runoff into the main road.

However, it was agreed these were just short term measures and it is necessary to think about more long term measures which may be addressed with an Operation Watershed scheme. It was agreed that a Drainage Working Group (DWG) should be set up to look at some of the issues in depth.

It was noted that in order to progress, it was essential the DWG should be able to fully understand the gully problems affecting the village and it was proposed and agreed that a survey of the drains should be commissioned, particularly for the area under threat of flooding.

It was noted that a Flood Response Group would also be set up (see minute 217) to ensure there was a team ready to respond at short notice to help alleviate the problems that had been apparent in the recent flooding.

The following proposals were made and agreed:

- i. That a Drainage Working Group should be set up to meet both online and on site to consider the various flooding issues in the parish and to formulate any plans and actions to alleviate the problems*
- ii. That the initial membership of the group should be Anthony Palmer, Andrew Shaxson, Alex Olphert, Penny Curran, Katherine Hewetson, Trish Walker, Leslie James and Nick Ferrier*
- iii. That a survey of the gulleys, drains and grips should be commissioned for South Harting with priority being given to the areas where there is a threat of flooding to properties*
- iv. that a sum of £2,000 should be allocated to cover the cost of the survey if there are insufficient funds within the Operation Watershed reserve*
- v. That the Highways and Byways Advisory Committee should be given the authority to appoint the contractor to carry out the work to move things forward as quickly as possible*

216. South Gardens Crossing

The Traffic Working Group (TWG) had recently met with WSCC Officers to discuss elements of the Community Highways Scheme (CHS). During this meeting the WSCC officer raised the question of the ongoing maintenance of the steps and ramp that will be created as part of the new crossing to South Gardens.

Once the crossing is erected this would automatically fall to the Parish Council, however there is an option to enter into a dedication agreement with WSCC and thereby pass any maintenance issues and costs over to them. It was noted this would be for the small area of land that the new facility will sit on, the land would remain in the ownership of the Council.

The members discussed this and agreed it would, subject to the final wording of the agreement, be a sensible approach.

The following proposal was made and agreed:

That, subject to the final wording, the Council should enter into a land dedication agreement with WSCC for the potential new South Gardens Crossing facility.

217. Emergency Advisory Committee

Following the floods in South Harting on 4 January 2024 it had become evident that the Emergency Plan, adopted in 2020, needed to be updated to include a Flood Response Plan, in particular initially for the centre of South Harting.

The Plan had never fallen within the remit of any of the committees and it was felt that an Emergency Advisory Committee (EAC) should be set up to oversee the Emergency Plan and ensure there are the necessary sub groups in place to activate emergency arrangements as and when needed.

It was agreed the Committee should be chaired by a Parish Councillor but may include non-councillor members as well to ensure a wide range of abilities and experience are to hand.

It was noted that some urgent work had already been undertaken to set up a Flood Response Plan, this group was headed by Vicky Maxwell Davies, see minute 215.

The members agreed that the EAC should be set up as soon as possible and should be chaired by Mrs Maxwell Davies.

The Terms of Reference for the committee will be discussed by the EAC and brought to the Council for approval at a future meeting.

The following proposals were made and agreed:

- i. That the Council agreed to set up an Emergency Advisory Committee to oversee the implementation of the Council Emergency Plan and any other Response Plans that may be required within that scope.*
- ii. That the following members were elected to the Emergency Advisory Committee:
Mrs Maxwell Davies, Mrs Hewetson, Mr Olphert, Mrs Gaterell, Mr Ferrier and Mr James.*
- iii. That Mrs Maxwell Davies was elected as the Chair of the Emergency Advisory Committee.*

218. Annual Parish Meeting

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 members discussed various dates for the 2024 Annual Parish Meeting and it was agreed it should take place on Monday 13 May in Harting Community Hall.

The format of the evening will be agreed at a later date.

The following proposal was made and agreed:

That the Annual Parish Meeting should be held on Monday 13 May 2024 in Harting Community Hall.

219. Annual Litter Pick

It was agreed the Annual Litter Pick was a good community event and it would be desirable to this event again in 2024 and encourage families to take part. There was some discussion about the best date having considered the Easter school holiday period and it was finally agreed that the event should take place on Saturday 16 March 2024.

The following proposal was made and agreed:

That the annual Litter Pick should take place on Saturday 16 March 2024.

Note: Following the meeting it was noted the Repair Shop was already booked for 16 March and it would be preferable to have a different date. The Clerk emailed the councillors and agreed the 9 March would be allocated for the Litter Pick. This will be ratified at the next Council meeting.

220. All Parishes Meeting – 19 February 2024

The following proposal was made and agreed:

That Mr Bonner and Mr Miller would attend the CDC All parishes meeting on 19 February 2024

221. Finance

221.1. It was agreed that the following payments should be made:

Undisclosed	Clerk and RFO Salary	1,442.11
Debra Harknett-Godfree	Hall Bookkeeping	293.75
Trish Walker	Monthly zoom subscription	15.59
Clarity Accounting	Quarterly payroll charge	27.00

221.2. It was agreed that Mrs Curren and Mr Miller would authorise the January online payments.

221.3. Bank Reconciliation for January 2024

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.

221.4. The following income had been received:

£745.33 Bank Interest

222. Bank balance as of 31 December 2023 - £103,049.90 (includes earmarked funds £56.2k and budgeted spend £8k)

223. Budget Statement to 31 December 2023

Noted.

224. Planning Committee

The minutes of the Planning Committee held on 21 December 2023 were noted.

225. Feedback from WMPF and HCH representatives

There was no report from the WMPF.

It was noted the Community Hall had now been redecorated.

226. Correspondence

There had been no correspondence other than regular items and those already included in the main agenda.

227. Clerk's report

The report was noted. The Clerk confirmed the bike rack by the White Hart pub had finally been installed that day. The local company Hennessy had installed the rack free of charge.

228. Items for future meetings

Restoration of water pump

Presentation by Edward Waller

229. Date of next meeting: The next meeting would be held on Thursday 15 February 2024 in Harting Community Hall at 7.30pm.

The meeting closed at 8.50 pm.