

MEETING OF HARTING PARISH COUNCIL

You are hereby summoned to a Meeting of Harting Parish Council to be held
at the Henry Warren Hall, Nyewood on
Thursday 21 March 2024 at 7.30pm

The Press and Public are welcome to attend.

Trish Walker

Clerk to Harting Parish Council

Published 16 March 2024

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes** - to approve the Minutes of the Parish Council meeting held on 15 February 2024.
- 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. Grant request from Harting Parish News** - (see supporting document for briefing note)
The following recommendation is made:
That the Council considers the grant application from Harting Parish News for the sum of £1000 to help cover the costs of producing the monthly parish magazine
- 8. Grant request from Harting CAN (Climate Action Network)**- (see supporting document for briefing note)
The following recommendation is made:
That the Council considers the grant application from Harting Climate Action Network for the sum of £300+vat to provide 50% of the cost towards an Independent Energy Assessment for Harting Community Hall.
- 9. Finance Committee – Year end budget** (see supporting document for briefing note)
To note the minutes of the Finance Committee held on 11 March 2024 and to consider the following recommendations:
 - i. *To note the Finance committee has reviewed the budget for the financial year ending 31 March 2024 and to agree the following recommended virements:*
 - a) *movement of £3.1k from the “contingency” budget to the “grants” budget.*
 - b) *movement of £1k from the “maintenance” budget to the “grants” budget.*
 - ii. *To note the Finance committee has reviewed the earmarked funds for the financial year ending 31 March 2024 and to agree the following recommended movements of funds:*
 - a) *movement of £6166 from the general reserves to the earmarked reserves for the Harting Community Hall Solar Battery project*
 - b) *movement of £620.82 from the earmarked funds for the Committee Room Refurbishment to the general reserves.*
 - iii. *to note the Finance committee confirms the Council asset values for the year ending 31 March 2024 have been agreed and the insurance values will be updated and reported at a later date.*
 - iv. *to note the Finance Committee has reviewed the Internal Control Review for the 2023/24*
- 10. Copyright Infringement Notification** (see supporting document for briefing note)
The following recommendation is made:
To note the report

11. Harting Community Hall – Upgrade to sound system (see supporting document for briefing note)

The following recommendations are made:

- i. To note that the Clerk in conjunction with the Chair and Chair of Finance, and in accordance with section 4.1 of the Financial Regulations, agreed the upgrade of the Harting Community Hall sound system at a cost of up to £1800 excluding VAT.*
- ii. That the Council agree to gift the upgrade of the Harting Community Hall sound system and to offset the cost against the Parish Council grant held in reserve.*

12. Tree Survey (see supporting document for briefing note)

The following recommendation is made:

To note the report

13. SDNPA Local Plan update (see supporting document for briefing note)

The following recommendation is made:

To note the report

14. Finance

14.1. To approve expenditure for March 2024

Undisclosed	Clerk and RFO Salary	1,496.11
HMRC	Tax and NI contributions	432.72
Trish Walker	Copyright fee to Dreamstime LLC	117.26
Solarpowerful Ltd	Solar battery - Henry Warren Hall grant	6,000.00
Trish Walker	Clerk's expenses Nov 2023- March 2024	141.31
Clarity Accounting	Quarterly payroll charge	27.00
Trish Walker	Monthly Zoom subscription	15.59
Mark Welby	Tree Survey	660.00
Harting War Memorial Playing Field	Lengthsman	212.25
Mulberry and Co	Planning Training	540.00

14.2. To agree the two banking signatories to authorise the online payments for March

14.3. 2024.

14.4. To note that the bank reconciliation for January 2024 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

14.5. To note income for March 2024.

None.

14.6. To note the bank balance as of 29 February 2024 - £99,172.36 (includes earmarked funds £56.2k and budgeted spend to year end £3k)

14.7. To note the budget statement to 29 February 2024 (attached)

15. Planning - To note the minutes (attached) of the Planning Committee held on 15 February 2024.

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

Restoration of water pump

20. Date of next meeting – Parish Council Meeting 18 April 2024 at Harting Community Hall at 7.30pm.

Supporting Documents 21 March 2024

Agenda Item 7 – Grant request from Harting Parish News

Briefing Note

A grant application has been received from Harting Parish News, see details copied below.

Harting Parish Council

Grant & Indirect Financial Assistance Application Form

Please read the Parish Council's policy on Award and Administration of Grants and Indirect Financial Assistance before completing this form.

Name of Organisation	HARTING PARISH NEWS
Name, Address and Position of Contact in Organisation	JULIE CRAGG - EDITOR 29 SOUTH ACRE, S. HARTING.
Telephone Number(s) of Contact	01730 826890
Is the Organisation a Registered Charity?	Yes/No
If Yes, please give the Charity Number	
For what purpose(s) is the grant or indirect financial assistance requested?	TO PROVIDE FINANCIAL STABILITY WHERE RISING COSTS HAVE THREATENED IT'S EXISTENCE.
Please provide a separate list if there is more than one purpose	
Amount requested from the Council	£1000
If there is more than one purpose, show the individual costs against purpose on the separate list; show VAT separately	
When will the money be spent?	DURING THE COURSE OF THE YEAR
Who will benefit from the project?	THE COMMUNITY IN AS MUCH AS THE MAGAZINE WILL BE ONCE AGAIN VIABLE.
Please be as specific as possible.	
What other means of funding are available to you for the amount requested from the Council?	HARTING CHURCHES ELSTED PCC ELSTED PARISH COUNCIL.
Have you tried any of these means?	Yes/No
If No, why not?	
If the total cost is more than the donation you are seeking from the Council, what will the total cost be?	N/A.
Do you already have the balance available?	Yes/No
If No, please indicate how you intend to	

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The following recommendation is made:

That the Council considers the grant application from Harting Parish News for the sum of £1000 to help cover the costs of producing the monthly parish magazine

Agenda Item 8 – Grant request from Harting CAN (Climate Action Network)

Briefing Note

A grant application has been received from Harting CAN, see details copied below.

Harting Parish Council

Grant & Indirect Financial Assistance Application Form

Please read the Parish Council's policy on *Award and Administration of Grants and Indirect Financial Assistance* before completing this form.

Name of Organisation	Harting Climate Action Network
Name, Address and Position of Contact in Organisation	Katherine Hewetson Starboard Cottage, South Harting Committee Member of Harting CAN
Telephone Number(s) of Contact	07975628799
Is the Organisation a Registered Charity?	No
If Yes, please give the Charity Number	
For what purpose(s) is the grant or indirect financial assistance requested? Please provide a separate list if there is more than one purpose	<p>As a village that relies on oil to heat our buildings, decarbonising our public buildings and homes sits at the centre of Harting CAN's activity. We need to reduce how much energy we use by better insulating our public buildings (and homes) and then embrace the benefits of renewable energy technology to meet those reduced demands.</p> <p>As part of this we are asking Harting Parish Council for £360 towards the total cost (£600+VAT) of an Independent Energy Assessment (IEA) of Harting Community Hall. The hall was built in the 80s and this assessment estimates heat losses through the building fabric, windows, ventilation; allows overheating risk to be calculated, and predicts the efficiency of different types of renewable energy technologies.</p>
Amount requested from the Council If there is more than one purpose, show the individual costs against purpose on the separate list; show VAT separately	£300 + VAT = £360
When will the money be spent?	April / June

<p>Who will benefit from the project?</p> <p>Please be as specific as possible.</p>	<p>The Hall like many community buildings, is facing really challenges to meet the increase in energy bills. Some of those costs have to be passed on to the really critical services, such as the pre-school and activities that are run out of the hall by increase in their rent. This in turn puts financial pressure on them.</p> <p>This IEA will:</p> <ul style="list-style-type: none"> - provide a pathway to safeguard an energy efficient building - help the hall reduce its energy demands and therefore energy costs - mean we are eligible to apply for a generous VCSE capital grant to move ahead with plans to acquire more solar panels and a heat pump. We cannot access this grant without an IEA.
<p>What other means of funding are available to you for the amount requested from the Council?</p>	<p>If we were unable to raise the funds from the Parish council of the grant then we would have to take the total balance for the assessment from Harting CAN.</p> <p>We do not do any big fundraising beyond the kind donations that people give when they attend our events so this would be a bit of a blow to our limited funds.</p>
<p>Have you tried any of these means?</p> <p>If No, why not?</p>	<p>We are applying for an IEA grant at the same time as applying here. We will not hear if we are successful until the start of April. If we were successful then this grant from the PC would not be necessary.</p> <p>(we are covering all the bases!)</p>
<p>If the total cost is more than the donation you are seeking from the Council, what will the total cost be?</p> <p>Do you already have the balance available?</p> <p>If No, please indicate how you intend to raise the balance and how long it is expected to take</p>	<p>The total cost is £720 (£600+VAT) – Harting CAN are going to provide the balance.</p> <p>Yes</p>

DECLARATION

By submitting this form to the Clerk to Harting Parish Council, I declare that I have read the Council's policy on *Award and Administration of Grants and Indirect Financial Assistance* and have provided all the required information accurately.

In the event of the application being successful, I accept the Council's *Successful Applications Conditions*. In particular, I acknowledge that the award made will be used solely for the purpose(s) outlined in the application form and I understand that the Council reserves the right to reclaim the award in the event of it not being used for the purpose specified. I also understand that the Council reserves the right to reclaim any residual funds if the actual cost incurred for the specified purpose(s) is less than the award allocated.

Name (BLOCK CAPITALS): KATHERINE HEWESON

Position in the organisation (if not the contact): COMMITTEE, HARTING CAN

Signed (if sent by post):

Date:

15/3/24

Send the completed form, most recent accounts and, in the case of Harting Community Hall and the War memorial Playing Fields, a rolling five-year plan for new or replacement capital items and major maintenance to:

Trish Walker, Clerk to Harting Parish Council

Email: hartingparishcouncil@hotmail.co.uk

By post: Trish Walker
Clerk to Harting Parish Council
The Old Post Office
Elsted Road
South Harting
GU31 5PX

The following recommendation is made:

That the Council considers the grant application from Harting Climate Action Network for the sum of £300+vat to provide 50% of the cost towards an Independent Energy Assessment for Harting Community Hall.

Agenda Item 9 - Finance Committee

The minutes of the Finance Committee of 11 March 2024 are copied below

HARTING PARISH COUNCIL

Minutes of the meeting of the Finance Committee held at 5.00 pm on

Monday 11 March 2024

The meeting was held via Zoom video link.

Present: Mr Bonner (Chairman), Mrs Bramley, Mr Miller, Mr Palmer and Mr Shaxson.

In attendance: Trish Walker, Parish Clerk

1. Apologies for Absence: None.

2. Declarations of Interest: None.

3. Minutes from Meeting held on 21 November 2023

The minutes were agreed by the members and will be signed in due course.

4. Budget Monitoring 2023/24

The latest budget statement to the end of February 2024 was reviewed and the further predicted expenditure to the end of March 2024 was considered (see Appendix A).

It was noted there would be an overspend in the following budget area:

Grants – an overspend in the region of £4.1k is anticipated. This can be attributed to the grant for the Harting Community Hall committee room refurbishment and the repayment of the insurance premium for the Henry Warren hall.

The members agreed that a recommendation should be made to the Council to vire funds between the following budget headings:

£3.1k to be vired from Contingency to Grants

£1k to be vired from Maintenance to Grants

The following recommendations were agreed:

- i. to recommend that the Council approve a movement of £3.1k from the “contingency” budget to the “grants” budget.*
- ii. to recommend that the Council approve a movement of 1k from the “maintenance” budget to the “grants” budget.*

5. Earmarked Funds 2023/24

The Council is required to earmark funds where projects are not being completed within the financial year, or where funds are being accumulated for future projects or expenditures.

After consideration the earmarked funds (see Appendix A) in conjunction with the predicted budget outcome, the members agreed the following recommendations should be made:

- i. to recommend that the Council approve a movement of £6166 from the general reserves to the earmarked reserves for the Harting Hall Solar Battery project.
- ii. to recommend that the Council approve a movement of £620.82 from the earmarked funds for the Committee Room Refurbishment to the general reserves.

6. Asset Register

The Asset Register for 2023/24 was reviewed (see Appendix B). The asset value figures were agreed for the year but it was noted some of the insurance values were in need of update. It was agreed that Mr Palmer and the Clerk would review these and report the amendments to the Council. There was some discussion about the car park wall and if this was currently covered under the Council insurance. The Clerk will contact the insurers to gather some more information.

The following recommendation was agreed:

that the Committee agree to confirm to the Council that the Council asset values for the year 2023/24 have been reviewed and agreed, however the insurance values are to be updated and reported at a later date.

7. Internal Control Review

The members reviewed the Internal Control and were satisfied that it covered the scope of the Council finances.

The following recommendation was agreed:

that the committee agree to confirm to the Council that the Finance Committee have reviewed the Internal Control Review for 2023/24

8. CIL payments and spending

The current CIL situation was noted.

CIL received

Prior to October 2021	3,240.00
October 2021	1,516.27
April 2022	10,094.42
April 2023	4,595.93
October 2023	4,595.94

<u>Total</u>	24,042.56
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Less CIL projects offset

Fingerposts	4,756.27	Mar-22
Nyewood hall chairs	2,180.00	Sep-22
Nyewood hall tables	2,637.48	Sep-22
Nyewood hall defibrillator	1,000.00	Oct-22
Bike rack	87.95	Dec-23
	10,661.70	

Total available to spend	13,380.86
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9. Date of next meeting

The next meeting will be held on Monday 3 June at 5pm.

The meeting closed at 5.35pm

Appendix A

Harting Parish Council

Summary of Receipts and Payments Account 2023/24

Period 1.4.2023 - Predicted to 31 March

2024

	YTD Actuals	Annual Budget (Planned)	YTD Planned less Actuals	% YTD Actual v Annual Budget
Receipts				
Precept	55932.00	55932.00	0.00	100.00%
Bank Interest	1854.04		-1854.04	
Grants/Donations/Compensation	0.00		0.00	
CIL (Community Infrastructure Levy)	9191.87		-9191.87	
Other	0.00		0.00	
VAT Reclaimed	2168.62		-2168.62	
Total Receipts	69146.53	55932.00	-13214.53	123.63%

	YTD Actuals + predicted	Annual Budget (Planned)	YTD Planned less Actuals (i.e. unspent)	% YTD v Annual Budget
Payments				
Staff Salary	18641.40	18200.00	-441.40	102.43%
Administration	6811.95	7310.00	498.05	93.19%
Subscriptions/membership	693.55	500.00	-193.55	138.71%
Capital	473.66	2000.00	1526.34	23.68%
Maintenance	3206.01	10650.00	7443.99	30.10%
Grants	17437.97	13405.00	-4032.97	130.09%
Insurance Claims	0.00	0.00	0.00	
Contingency	0.00	3100.00	3100.00	0.00%
WMPF Funding	2500.00	2500.00		100.00%

HCH Funding	2500.00	2500.00		100.00%
Subtotal - budgeted payments	52264.54	60165.00	7900.46	86.87%
VAT paid to be reclaimed	2374.74			
Less WMPF grant paid in advance	-1841.83			
Less transferred to earmarked funds				
Total	52797.45	60165.00	7900.46	

	YTD Actuals	Funds held at 1.4.2023	Funds added in year	Balance available
Earmarked funds				
South Gardens Crossing	0.00	15000.00	0.00	15000.00
Elections	0.00	900.00	0.00	900.00
Hall Grant	1955.42	4739.00	0.00	2783.58
Operation Watershed	0.00	1820.45	0.00	1820.45
Miss Bristol legacy	0.00	3000.00	0.00	3000.00
Community Infrastructure Levy	87.95	4276.94	9191.87	13380.86
South Gardens	0.00	2000.00	0.00	2000.00
Harting CAN bird boxes	209.95	1700.00	0.00	1490.05
Speedwatch	0.00	3000.00	0.00	3000.00
Committee Room Refurbishment	1601.68	2222.50	0.00	620.82
Total	3855.00	38658.89	9191.87	43995.76

Total payments made	56652.45
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Appendix B

HARTING PARISH COUNCIL

(For Year Ending 31st March 2024)

The known assets of the Parish council: -

	value	disposed	purchased	insurance
A. OFFICE EQUIPMENT				
Various pieces of stationery and equipment	£1.00			100.00
Computer	£669.00		May-21	670.00
Projector and screen	£434.00		Aug-18	500.00
B. PERMANENT BUILDINGS				
1. Harting Community Hall & Car Park	£601,857.00			750,000.00
2. Contents of Community Hall	£15,846.61			17,000.00
3. War Memorial Playing Field and pavilion with entrance gates	£90,000.00			170,000.00
4. Contents of Pavilion	£2,000.00			5,000.00
5. Equipment: Temporary floodlights	£457.46			600.00
6. South Gardens car park	£25,000.00		Jun-19	-
7. Bus stop concrete base (outside old school)	£1.00			-
C. OPEN SPACES				
1. Furze Meadow	£1.00			350.00
Bench seat				
2. South Gardens & Warren: comprising 14.5 acres of woodland and grassed area with 2 ponds	£1.00			
Play furniture	£48.26		Jun-19	
Goal nets				
3 seat and 1 cradle swing	£5,534.18			5,500.00

	Steel memorial seat	£1.00		300.00
	Wooden seat	£1.00		300.00
	Kompan Play area	£57,614.67		60,000.00
	Twizzler	£905.00	Apr-19	1,000.00
	Slide	£4,650.00	Jul-19	4,700.00
Equipment	Lifebelt and stand	£329.38	Feb-20	350.00
	Dog bins (4) & glove dispenser	£317.12		200.00
	Dog waste glove dispenser	£138.92		100.00
	Tree popper	£301.00	Nov-22	301.00
	12 Weed slashers	£46.68	Jun-21	50.00
	Litter bin South Gardens	£345.60		150.00
Benches	Two metal benches	£832.84	Nov-16	850.00
Deer fencing	Warren fencing	£13,123.10	Dec-20	18,000.00
	Barrier gates	£1,862.00	Apr-21	2,000.00
	South Gardens signage	£788.00	Oct-21	800.00
3. War Memorial Playing Field: 5.62 acre playing field				
Containing -	Tennis court with fenced surround	£1.00		-
	2 swing seat	£1.00		2,500.00
	7 bench seats (on grounds and in tennis court)	£2,164.17	Mar-17	2,200.00
D	MUSEUM PIECES found in the Parish of Harting stored in the Parish Council store in the Village Hall	£1.00		

E. SOUTH HARTING: ARTEFACTS

Whipping post & stocks (by church wall)	£1.00		400.00
Notice board (South wall village shop and public toilets)	£540.00		600.00
Cycle rack (by White Hart pub)	£87.95	Dec-23	100.00
Village pump (old school wall)	£1.00		600.00
Timber seat (North Lane)	£1.00		300.00
Bus shelter (Nyewood)	£1.00		600.00
Bus shelter (East Harting)	£1.00		2,500.00
Brazier "Beacon Hill" (with Jumbo)	£1.00		400.00
Lot: Festivities paraphernalia	£1.00		1,200.00
Telephone Box (West Harting)	£744.00	Nov-21	150.00
Telephone Box (Nyewood)	£1.00		150.00
Telephone Box (East Harting)	£1.00	Feb-20	150.00
Fence along stream from Old to New School	£996.50		1,300.00
Fence along stream extension	£550.00	Nov-16	
Nyewood Notice Board	£872.58	Jan-22	900.00
Nyewood SID pole	£400.00	Apr-21	400.00
Nyewood Gateways	£1,062.00	Dec-19	1,200.00
School/Hall fingerposts	£398.00	2014	400.00
The Street Sign	£21.87		50.00
Speed Indicator Device	£1,867.02	Feb-20	1,800.00
Fingerposts	£1.00	Feb-22	5,000.00

F.	Defibrillator kept at Parish Church	£216.71	Feb-24	500.00
	Defibrillator kept at Parish Church	£354.49	Feb-24	400.00

ESTIMATED TOTAL VALUE at 31 March 2024

£833,178.40

Signed..... date.....

Signed..... date.....

Chairman

Clerk

Agenda Item 10 - Copyright Infringement Notification

The clerk received an email from Dreamstime, a stock photo site stating that one of the photos that has been used on the Parish Council website, since its creation in 2019, is subject to copyright and has been used without a licence. The majority of the pictures on the website have been supplied by a local photographer and are used with their permission. The picture in question is of the southern side of the Parish Church and must have been taken from another website when it was developed.

Initially it was thought this could be a scam email but further investigation by the Clerk in conjunction with the Council website provider has confirmed this is a legitimate situation and it has been necessary for the Council to pay for the licence fee. The fee would be payable even if the photograph was removed from the site.

The licence fee of \$150, converting to £117.26 has now been paid by the Clerk and will appear as a payment on the March agenda.

A further review of the pictures on the website will be undertaken to ensure they are all being used with permission.

The following recommendation is made:

To note the report

Agenda Item 11 - Harting Community Hall (HCH)– Upgrade to Sound System

The Hall Committee would like to upgrade the sound system in the hall in order to provide a better quality sound for the film nights and other events and to allow more than one microphone to be used at the same time. The upgrade would also include the installation of a Bluetooth connection which would be a great asset for the hall.

The supplier of the original sound system has provided a specification and price for this upgrade. The cost is up to £1800 excluding VAT. The Harting Society group has stated it would like to offer a donation of £1,000 towards this project. It is proposed the remainder of the cost will be offset against the HCH grant held in reserve. The current level of reserve is £2783.58.

As there was some urgency to move this project forward, and sufficient HCH funds held in reserve, the Clerk in conjunction with the Chair and Chair of Finance agreed the project should proceed. This decision was made in accordance with section 4.1 of the Financial Regulations.

The Council is asked to gift the cost and installation of the new sound equipment to Harting Community Hall.

The following recommendations are made:

- i. To note that the Clerk in conjunction with the Chair and Chair of Finance, and in accordance with section 4.1 of the Financial Regulations, agreed the upgrade of the Harting Community Hall sound system at a cost of up to £1800 excluding VAT.*
- ii. That the Council agree to gift the upgrade of the Harting Community Hall sound system and to offset the cost against the Parish Council grant held in reserve.*

Agenda Item 12 – Tree Survey

The 18 monthly 'leaf off' Tree Survey, covering the area of the Warren and South Gardens, was carried out on 27 February 2024 by Mark Welby, arboricultural consultant.

There were 7 trees detailed in the survey report of which one is a high priority (requiring work within 2 months), four are of medium priority (requiring work within 12 months) and one which is not on Council owned land and another was just for comment with a further review in 2 ½ years.

The Clerk will request quotes for the necessary works and bring them to the Council for consideration.

The following recommendation is made:

To note the report

Agenda Item 13 -SDNPA Local Plan update

The SDNPA is currently reviewing the 2019 Local Plan. This will guide development and provision of infrastructure over the period to 2040. The review is a lengthy process with the final adoption being planned for 2027/28. However, community involvement is vital in the development of the Plan and the initial phase of consultation is planned to run from the beginning of June 2024 for 8 weeks. This stage should provide a more detailed timetable for the review. Further information will be provided as it is available.

Part of the community involvement has already taken place in the form of the Parish Priority Statement (PPS). Harting Parish Council submitted a PPS at the end of December 2023. A total of 39 parishes have submitted a PPS, and these can be seen by using the link below.

[Parish Priorities Statements - South Downs National Park Authority](#)

Some town and parish councils decided not to progress PPS because they have up to date neighbourhood plans or village design statements which they feel set out the local aspirations.

The following recommendation is made:

To note the report

Agenda Item 17 – Correspondence

Sent/Rcd	Correspondent	Details
		<i>No correspondence received that is not reflected in agenda items.</i>

Clerk's Reports - Harting Parish Council –21 March 2024

Agenda Item 18

Items raised at previous meetings:

Topic/Date first raised	Item Detail	Action by	Status
Dec 2023 – Min 171	<p><u>Flooding</u></p> <p>Operation Watershed Applications</p> <p>Gulley clearance</p> <p>Purchase of sandbags and equipment</p> <p>Flooding signage</p>	Clerk, HABAC	<p>Council advised to highlight the areas that are an issue and to submit to WSCC with photos where possible. Drainage Working Group now set up and met to check problem drains. Contact made with Landbuild who are happy to meet onsite to consider issues.</p> <p>Drain Working Group have been actively clearing gulleys in the central village and North Lane which seems to have made a difference in the heavy rains. WSCC seem to have directed DrainLine appear to clear gulleys in the village. Clerk is trying to find out more information.</p> <p>Sandbags purchased, awaiting filling. Rechargeable work lights have also been purchased and are in use by the Drain Working Group.</p> <p>WSCC suggest advice needs to be given from Highways as signage can be an obstruction. Initial response from WSCC to confirm passing to another department for comment.</p>
Dec 2023 – Min 172	Defibrillators	Clerk	Grant applications submitted to British Heart Foundation and the via the Government defibrillator scheme. No response to applications at this stage.

Speedwatch November 2020	Speedwatch	Clerk	Speedwatch registration complete. Volunteers to register and carry out initial online training. Group training to be arranged by police when online training complete. Equipment to be purchased and initial Zoom meet for volunteers in April 2024.
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 initially indicated an agreement in principle to allow a new footpath to create a safe route away from the main road, however this may no longer be the case. Further information is awaited.
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. Leaf off survey took place on 27 February 2024. See agenda item 12.
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. Support has been confirmed by West Sussex and Hampshire county councillors and Buriton parish council. Local residents along the route have been contacted and those that have responded to date have been in favour of the application. Application has been submitted no further feedback or progress from WSCC yet.
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		Positive meeting with CHS officers from WSCC and Traffic Working Group took place on 21 November 2023 and further meeting on 10 January 2024. Confirmation South Gardens crossing going ahead and initial plans shared. Confirmation 20mph scheme to be implemented, subject to the necessary approvals, and discussions about the areas to be restricted. Further information will be provided as the planning progresses. North Lane junction changes are not in the approved scheme but WSCC suggested this could be developed as a Phase II application.

			<p>Council agreed to land dedication agreement for the South Gardens crossing, subject to final wording.</p> <p>Application to draw down the £25k funding from SDNPA has been completed by Clerk and WSCC officers. Funds will be released to the Parish Council once a commencement date is confirmed.</p>
<p>Sewage Discharge</p> <p>April 2023 – Min 283</p>	<p>Continually high levels of sewage discharge from the treatment works at South Harting</p>	TW/AS/SBR	<p>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.</p> <p>Clerk has chased response</p>
<p>Water Pump restoration</p>	<p>June 2022</p>		<p><u>Village pump restoration project</u></p> <p>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.</p> <p>Local stonemason has been asked if he is able to provide some advice on level of work recommended.</p>
<p>Concrete bus shelter base</p> <p>May 2022</p>	<p>The concrete base is breaking up and needs attention</p>	TW	<p>Contractor needed to make safe.</p>
<p>South Downs Local Plan review</p> <p>Parish Priority Statement</p>	<p>Council feeding into Local Plan Review</p>		<p>Completed and submitted.</p> <p>No update directly from SDNPA.</p>
<p>D Day Celebrations</p> <p>October 2023-</p> <p>Minute 150</p>	<p>Lighting of Beacon</p>	TW	<p>Olphert family confirmed they are happy to erect and light Beacon.</p> <p>Permission to be sought from National Trust (NT) and Natural England (NE)– initial detailed applications submitted.</p> <p>Permission has been granted from NE and this has been forwarded to NT who will now hopefully issue the necessary licence.</p>
<p>Parish Council Facebook Page</p> <p>October 2023</p> <p>Minute 152</p>	<p>Setting up of Council Facebook page to improve communication</p>	TW	<p>Council agreed to set up of Facebook page.</p> <p>Clerk to progress when there is a suitable time to spend some time investigating.</p>

Insurance Claim	Claim from Hastings Direct for damage to a car from a tree falling from Council land on 28 February 2020	TW	<p>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.</p> <p>The statute of limitation is 7 years (injury 3 years) so the case cannot be fully closed until that time.</p>
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Trish Walker - Clerk