

HARTING PARISH COUNCIL

MINUTES

Minutes of the Meeting of Harting Parish Council held at the Henry Warren Hall, Nyewood
on **Thursday 16 October 2025 at 7.30 p.m.**

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

Mr O’Kelly attended in his capacity as District Councillor.

In attendance: Trish Walker, Parish Clerk.

Ahead of the main meeting a presentation was given by Jess Hanman (JH) from Southern Water regarding the raw sewage spillages into the Rother from the Harting wastewater site and the increasing number of water leaks in the area. The presentation included the following information:

- It is believed the increased number of water leaks occurring in the system between Rogate and South Harting may be due to a new pressure valve which was installed in January 2025. Investigations are underway and it is hoped a conclusion will be reached in about 4-6 weeks. This will confirm if the valve is at fault or if the mains need to be replaced. Replacement has not been budgeted for but the problem is on the risk register
- The upgrade to the wastewater works has now been completed. There have been 10 spills from Harting this year, however a single spillage can continue for a prolonged period
- Spillages can result from ground water getting in the system and is a particular problem when the water table is high
- As the ingress of groundwater is considered low, this puts Harting into the post 2035 year bracket for further works to reduce spillages
- Southern Water is wishing to work more closely with the community and improve communications

There were eight members of the public in attendance (including a representative from the Eco Rother Action group) who raised the following issues:

- Nyewood area – how much does it cost per day to remove sewage by tanker from Greenfields.
JH will make enquiries and respond
- Concern about the sewage spillage in gardens during periods of wet weather
JH confirmed she would feedback about the Nyewood system
- The Eco Rother Action group had been carrying out surveys over the last 18 months. Since the upgraded works started in early summer there was an improvement, however in July there was a high phosphate and ecoli reading. The ecoli reading was 10 times greater than the maximum.
JH was surprised at this data and confirmed she would take the information back to Southern Water and feedback
- Concern about the capability of the upgraded system to cope with planned development and the new connection with Uppark
JH confirmed there were no concerns at this stage
- Man hole covers are not properly sealed and therefore act as drains
- Mill House – there is a man hole cover in the grounds which has been a problem for about 10 years, regularly flooding the garden with untreated sewage

The Chair summed up by thanking JH for attending and answering questions and hoped that now that lines of communication have been opened it will benefit both SW and the local community. He listed the following identified problems as needing quick attention:-

- A need to review the post 2053 date for work to reduce groundwater getting into the system
- Deal with the cause of untreated sewage surcharging at the Mill House
- Where necessary seal manhole covers in the road, to prevent them draining the Highway

The main Council meeting commenced at 8.00pm.
There were five members of public in attendance.

133. Apologies for absence: Mrs Cormack and Mrs Gravely (County Councillor).

134. Declarations of Interest: None.

135. Minutes from Meeting held on 18 September 2025.

The minutes of the Meeting of the Parish Council held on 18 September 2025 were agreed and signed by the Chairman as a true record.

136. Questions from the Public: Members of the public made the following representations:

- Concerns about the speed of traffic passing through Nyewood
 - Request for a 20mph limit to be progressed
 - Petition had already been set up requesting traffic calming measures
 - Need for calming measures such as speed bumps and chicanes
 - Particular area of concern at the play area where the road is bordered by a post and rail fence
- The Chair responded to thank the members of public for bringing this to the Council and suggested the issues should be considered as a formal agenda item at the next Council meeting on 20 November 2025. It was noted that, if the group decided to apply for a TRO (Traffic Regulation Order) independently from the Council, they would need to demonstrate support from the Council.*

137. Matters of Urgent Public Importance: None.

138. Reports from the County and District Councillor

Mr O’Kelly (District Councillor) had circulated a report ahead of the meeting. He confirmed Chichester District Council had secured funding from the Tree Council’s and Defra’s ‘Trees Outside Woodland Fund’, which will be used to support individuals and groups who are embarking on tree planting projects in the district.

Mrs Gravely (County Councillor) had circulated a report ahead of the meeting which confirmed she had received quotes for the specialist survey for the fire damaged buildings in Midhurst and would be meeting with owners over the next couple of weeks. She had also been in communication with Highways about the ongoing concerns about the traffic lights in South Harting and had visited concerned residents in that area.

139. 1 Brookside Cottage

There was no significant information since the September Council meeting. A ‘Bat precautionary method statement’ was uploaded to the SDNPA website on 15 September 2025. At the time of the meeting the requested details required for repair/rebuilding have still to be submitted.

The following proposal was made and agreed:

To note the report

Mr O’Kelly left the meeting.

140. First Aid course

The members were asked to consider facilitating a one day First Aid course run by St John’s Ambulance which would be offered to parish councillors and local village organisations. It was noted that each Council meeting should technically have a trained First Aider in attendance.

The proposed course would be for up to 12 delegates at a cost of £950 + vat.

The following proposals were made and agreed:

- i. That the Council should facilitate a one day First Aid course, run by St John's Ambulance, for 12 delegates, being parish councillors and other village organisations at a cost of £950 + vat*
- ii. That the Council should subsidise this at the rate of 50%*

141. Chichester Foodbank grant request

A grant request had been received from the Chichester District Foodbank. This facility provides three days worth of emergency food to individuals and families facing crisis in the District. In the past year the Foodbank had supported 24 individuals from the Harting Parish with emergency food parcels and practical help. This help is assessed to be an average cost of £30 per person, a total of £720.

Due to dropping food donations and a rise in requests for help, the Foodbank was reaching out to local parishes to request grants to aid the continuing work.

The members considered the request and felt that financial help should be given as there had been definite impact within the community from the work of this group. It was agreed a grant of £500 would be provided to the Chichester District Foodbank.

The following proposals were made and agreed:

- i. That the Council provides a grant to the Chichester District Foodbank*
- ii. That the sum of £500 would be awarded as a grant*

142. IT support and security

The Council had, over the last 5 years, employed an IT contractor to provide face to face and remote IT support to councillors as well as organise the Microsoft licences and .gov.uk email addresses. The new quote had increased by £1440 per annum as the contractor stated " *Microsoft recently changed their rules, so now the council will need to buy additional security licenses for monitoring if they use Microsoft products*". This is deemed to be required due to cyber threats targeting email domains. Due to the considerable increase in cost, an alternative IT contractor was approached and asked to quote for IT services.

The Council's Data Processing Officer (DPO) had also been contacted in relation to security of data. Their suggestion to include some additional items in the comparative quote was taken into account along with the need to ensure the Microsoft data was backed up.

There is no clear guidance from NALC or local council associations regarding the level of cyber protection required, although this may improve in the coming year.

The Clerk had also attended a recent course on Assertion 10 (a new declaration regarding data on the annual AGAR form) and there was no indication of required cyber protection levels.

There was some discussion about the situation and the various elements of advice were taken into consideration.

The members were presented with anonymised quotes and after some consideration agreed to opt for contractor B, Device Doctors Business Support. It was felt that level of cover was suitable for a small parish council with only one council owned device.

The members did note the good level of service received by JnR Computers over the years.

The following proposals were made and agreed:

- i. To note the report*
- ii. To agree that Contractor B, Device Doctors Business Support should be the agreed IT contractor for the forthcoming year*

143. Review of Council risk assessments

The Risk Assessments had been circulated with the agenda. It was agreed that a line referring to cyber protection should be added to the Finance risk assessment. No amendments were identified for the remaining risk assessments.

The following proposal was made and agreed:

- i. That the Risk Assessments for Homeworking, Reputation and Expertise, Safeguarding of Information, Litter Picking, Play and Open Spaces and Volunteers were reviewed and agreed.
- ii. That the Finance Risk Assessment should have an additional section addressing cyber protection

144. Finance

144.1. The following payments ahead of the meeting were noted.

Harting Community Hall	Final payment for solar panel project grant	15,839.26
Balmoral Flooring Ltd	WMPF grant - pavilion flooring	984.36

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

Undisclosed	Clerk and RFO Salary	1,387.65
HMRC	Tax and NI contributions	1,172.94
Parish Council Websites	Annual website hosting and maintenance	300.00
Clarity Accounting Associates Limited	Payroll August to October 2025	36.00
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
WMPF	Grant pavilion refurb	1,350.24
Mulberry Local Authority Services Ltd	Interim Internal Audit	248.52
Debra Harknett-Godfree	Hall Bookkeeping	364.38
M H Kennedy & Son Ltd	Grass cutting - September	220.50
WMPF	Grant pavilion refurb	676.00
Chichester Foodbank	Grant	500.00

144.3. It was agreed that Mrs Curran and Mr Miller would authorise the October online payments.

144.4. Income to note for September 2025

CDC	2 nd instalment precept	£ 31000.00
Unity Trust bank	Quarterly interest	£171.31
Redwoods bank	Annual interest	£1999.38

144.5. Bank Reconciliation for September 2025

It was noted that the bank reconciliation had been scrutinised and signed by the Chairman of the Finance Committee.

144.6. Bank balance as of 30 September 2025 - £86,337.90 (earmarked funds £16.1k)

144.7. Budget statement to 30 September 2025 -Noted

145. Planning Committee

The minutes of the Planning Committee held on 18 September 2025 were noted.

146. Feedback from WMPF and HCH representatives

There were no updates from the WMPF representatives. An HCH meeting was planned for 23 October 2025.

147. Correspondence

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

148. Clerk's report

The Clerk's report was noted.

149. Items for future meetings

- Car park wall
- Restoration of water pump
- Car parking
- Bus shelters in South and East Harting
- Nyewood 20mph limit

150. Date of next meeting: The next meeting would be held at 7.30pm on Thursday 20 November 2025 at Harting Community Hall, South Harting.

The meeting closed at 8.53 pm.