

# ROGATE PARISH COUNCIL

## FULL COUNCIL MEETING

3<sup>rd</sup> December 2013

Dear Councillor

**I HEREBY GIVE NOTICE** that a meeting of the **FULL COUNCIL** will be held on **Monday 9<sup>th</sup> December 2013** in **ROGATE VILLAGE HALL PAVILION** commencing at **7.30pm** sharp.

Cathryn Woolley  
To contact the Clerk:  
 Cathryn Woolley CILEX T.E.P  
 CATHRYN WOOLLEY  
 CLERK

CLERK to ROGATE PARISH COUNCIL:

[clerkrogateparishcouncil@hotmail.co.uk](mailto:clerkrogateparishcouncil@hotmail.co.uk)

0844 357 5798

**Members of the Public welcome – any requests to make a public representation must be received by the Clerk in writing no less than 24 hours prior to the meeting.**

### Full Council Members

Cllr Elizabeth Brown (Chairman)	
Cllr Pauline Berrisford-Hill	Cllr Peter Howland
Cllr Pete Button	Cllr Sarah O'Brien-Twohig (Vice-Chairman)
Cllr Fiona Dix	Cllr Murray Spalding
Cllr Val Farren	Cllr Shon Sprackling
Cllr Max Harwood	Cllr Steve Williamson
Cllr Ann Arnold	Cllr Greg Carter

- 1) **Representations from the public** **(15 mins)**  
 Members of the public may ask the Chairman of the Council for permission to address the Council.
- 2) **Apologies for Absence**
- 3) **Declarations of Interest**
- 4) **Reports from County and District Councillors**
- 5) **Minutes of last meeting**  
 To approve and sign the minutes of the last planning meeting held on the **11 November 2013** as a true record. (**Appendix A**). (**EB**)
- 7) **Matters arising from previous minutes**  
 To deal with any matters arising from the minutes not already included on the agenda. (**EB**)
  - Noticeboards – to receive an update and RPC to discuss. (**MH**)
- 8) **Chairman's Report (EB)**
  - Proposal to adopt various policies as mentioned in clerk's contract (as previously circulated);
  - Proposal to agree the formation of grievance/ disciplinary and appeal panels;
  - RPC's liability insurance;
  - Proposal to add above to RPC Standing Orders.
  - Operation Watershed re: flooding – update
- 9) **Finance RFO/Clerk's report**
  - RFO Monthly Finance Report to Council (**Appendix B**)
  - Clerk's Monthly Report to Council (**Appendix C**)
- 10) **Grants/Funding**
  - 29.11.13 – email from WSCC (Cllr McAra) re: Multi-million pound investment in resurfacing roads. (*email previously circulated*)

- 11) **Committees and Working Parties' reports**  
**Membership** – Council to agree which Committees new Cllrs will join. (**AA (Planning) & GC (Planning & Open Spaces)**)  
**Planning**
- RPC receive/acknowledge approved Planning minutes dated 9<sup>th</sup> September 2013; 14<sup>th</sup> October 2013 and draft minutes dated 11<sup>th</sup> November 2013.
  - To prepare/redo terms of reference for Planning Committee, to be approved by RPC.
- Finance**
- Report back following meeting **25 November 2013** (*copy minutes previously circulated*) (**SW**)
  - RPC receive/acknowledge approved Finance minutes dated 18<sup>th</sup> October 2013 and draft minutes dated 25<sup>th</sup> November 2013 (*copy minutes previously circulated*).
  - To prepare/redo terms of reference for Finance Committee, to be approved by RPC.
- Open Spaces**
- Update of when inspection of original title deeds of RPC held lands. (**SO'BT**)
  - Garbetts' Wood Steps Project re; update re: proposed meeting with Woodland Trust and obtaining quotes for architect plans. (**PH**)
  - RPC receive/acknowledge draft OSC minutes dated 16<sup>th</sup> September 2013 (*copy minutes previously circulated*) (**EB**)
  - To prepare/redo terms of reference for OSC Committee, to be approved by RPC.
- RATA**
- Report of Open Meeting with Hamilton Baillie (2 December 2013) (**FD**)
- Website** – update (**EB**)  
**Winter management**
- Parish Council Emergency Response 2013 card to be developed (**GC**)
  - Transfer of bin from A272 to Fyning Lane (**SS**);
  - Outcome re: insurance for clearance of roads during winter as referred to at last meeting (**SS**);
  - General Update (**PH**)
- Neighbourhood watch**
- Update re: Rake Neighbourhood Watch (**MS**)
- 12) **Maintenance of assets of RPC Owned Lands**
- Update re: bus shelters (**SO'BT** and **AA**)
  - **Footpaths** (**EB**)
    - Confirmation of vegetation clearance (see email from WSCC dated 18.11.13 as previously circulated);
    - RPC Cllr to take on issue of footpaths;
    - Residents comments re: footpaths (Mr Peter Erskine) see email dated \*\* (as previously circulated).
- 13) **Neighbourhood Plan: update**
- Update including website, latest reports of October workshops) (**EB**)
- 14) **SDNPA: report & update**
- MH to provide update (**MH**)
- 15) **SALC: news & training (CAW)**
- Clerk's Induction Course (Sat 23 Nov 2013) - ILCA course
  - SALC November Newsletter (*copy to follow*)
  - NALC – next meeting is 10 Dec 13 (*copy circulated*)
  - SLCC - newsletter dated 19/11/13 (*copy previously circulated*)
  - Items available for Cllrs to read – Local Council Review/SLCC magazine
- 16) **Fracking/energy**
- Rogate Shale Gas Open Meeting on December 15th – update on arrangements (SO'BT)
- 17) **Correspondence**
- 01.11.13 – letter from Council's insurers re: Snow Clearance, Salting and Gritting.
  - 15.11.13 – email from Rhona Anderson re: closure of Rake Post Office.
  - 21.11.13 – email from FD re: vacancy for a LEA Governor at Rogate Primary School.
  - 11.11.13 – letter from Home Start (Support and Friendship for Families) display poster/funding

- 28.11.13 – email from Adrian Bird of Bramshott & Liphook Preservation Society re: English Heritage and Old Thorns Golf Course.
- 28.11.13 – email re: draft regulations consultation by DCLG re: future of local audit
- 29.11.13 – email from WSCC re: winter maintenance update (*email previously circulated*)

**18) Information for Council (for noting or inclusion on a future Agenda)**

- An opportunity for Councillors to note or include matters on future Agendas.

**19) DATE OF NEXT MEETING**

To confirm the date of the next full Council meeting is scheduled **Monday 13th January 2014** at **7.30pm** at **Rogate Village Hall Pavilion** (with the **Planning Committee Meeting** scheduled on the same date but at the earlier time of **7pm**).