



Councillors in attendance: Pauline Berrisford-Hill (PBH), Elizabeth Brown (EB) (Chairman), Peter Button (PB), Fiona Dix (FD), Val Farren (VF), Max Harwood (MH), Sarah O'Brien Twohig (SOBT) and Steve Williamson (SW) Clerk: Rosie Hodgson (RH)

Meeting started 7.30pm

1) **Representations from the public** None

2) **Apologies for Absence** were received and accepted from Ann Arnold, Greg Carter, Peter Howland and Shon Sprackling

3) **Declarations of Interest** None

4) **Reports from County and District Councillors**

(EB) called a moments silence for the death of District Councillor John Kingston
District Council

Gordon McAra (GMCA) reported on behalf of the District Council and will continue to do so in the absence of a replacement for (JK)
The District council are trying to adopt a new model of affordable housing delivery including shared equity. It was suggested this could include the Community Land Trust to provide the types of housing needed in an area as those who are included in the building of their home are more likely to stay in them.

County Council

(GMCA) reported a good meeting on traffic calming on the morning of the 8th of September. All at the meeting appeared to be committed to the project.

Dan Sanders needs more information regarding Rogate Community Sky Centre so he can refine the purpose for the grant application - (SOBT) confirmed she had been in contact regarding this.

Ed Dickinson has been appointed the temporary Chief Executive of WSCC as Diane Ashby has resigned the post.

Members of the public are now free to record/video any meeting of the Parish Council without seeking permission.

5) **Minutes of last meeting**

The minutes of the last meeting held on the 11th August 2014 were received by the council. One amendment was made to remove Murray Spalding from item 2, Apologies for Absence. The Minutes were then accepted and signed by (EB)

6) **Chairman's Report (EB)**

Operation Watershed- (EB) met with the Tim Macaulay, project manager of the work which is due to start on the 15th of September 2014 at Mizzard's Lane. If the flooding cannot be stopped by this work the cause of the problem will be identified and RPC will have to apply for another grant.

(SW) has a meeting with Richard Phillips to locate and mark what needs to be repaired on Bull Hill. (FD) reported she and Ed Dickinson had gone to see the work being carried out to repair BOAT 1180, both agreed the standard of repair is unsatisfactory and not a permanent solution to a long standing problem.

Twining- (EB) wrote a piece for the Rogate and Terwick News however has received no response from members of the public or the publishers of "An Ode to a Road". However, a Dutch person from Trotton may be able to suggest a Dutch Village to Twin with. The Councillors agreed it would be most sensible to twin as Rogate Parish. (EB) encouraged councillors to spread the news of this new project.

(EB) attended the Civil Service at Rogate Church to commemorate the 1st World War. RPC has been given a booklet by a local monk written about the war memorial.

Ed Dickinson has asked for the salt bin audit to be resubmitted

ACTION (EB)

(EB) read an email from Rhona Anderson explaining that the Post Office have given their final decision not to reinstate the service in Rake Stores.

(SW) will compose a letter from RPC to the Post Office to express the council's displeasure and concern at the response received as the reasons given for closure are obviously based on inappropriate information. This will be circulated to all Councillors for approval.

(EB) would like councillors to encourage parishioners to put their names forward for election in May 2015. A district council recruitment leaflet will be scanned and appropriate passages will be placed on notice boards.

7) **Finance report (SW)**

Income RPC received £4700 from WSCC as a final grant payment for RATA Feasibility Study.

Total income to 3rd September 2014 = £4700.30 a further £11500 precept due in September.

Expenditure Expenditure is according to budget. There will be some savings for example £521 on insurance premium.

Grants will be paid in October totalling £4475. Total spend to 3rd September = £5031 of £22494 budget.

Projects

Neighbourhood Plan - £125.40 payment this month. A further £3000 will need to be spent including an additional £500 from RPC. All councillors agreed this should be taken from the savings made on the insurance premium.

RATA - the final invoice to Hamilton-Bailie Associates was paid last month and RPC have now received the grant from WSCC for £4700. Once VAT is reclaimed about £700 will remain in the account.

RAP - about £5000 remaining

Garbit's Steps - £4700 remaining

Operation Watershed - £35800 remaining

Jubilee Fund - Spent on noticeboards and Garbit's Wood architect.

8) Payments to be approved

Payments

Elizabeth Brown	Website cost	£20.61	
Rogate & Terwick Village Committee	Hall	£58.50	
Clerks/RFO salary & Payee			
Stuart Winter-Rimmer	Garbett's Wood architect	£300.00	
D Harknett	RFO expenses	£41.34	
SSALC	Course attendance & quarterly payment	£343.35	UNPAID – see below

Payment added

P. Walker	Neighbourhood Plan Expenses	£125.40
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Payments approved with one exception. SALC invoice was reviewed and there was found to be nothing outstanding.

Receipts

HSBC	Interest	£0.30
WSCC	RATA	£4700.00

9) Grants/Funding

(SOBT) has sent the information about The Big Lottery Fund “Power to Change” and will attend a workshop.

(EB) proposed (SOBT) be reimbursed for her travel expenses to London.

(FD) seconded the proposal

All agreed

10) Rogate Community Sky Centre (RCSC)

RCSC held it's first working party meeting on the 3rd September 2014 with seven people present and three apologise. Dan Sanders and Jo Cooke from WSCC attended. A draft constitution was compiled and RCSC will have to hold a public meeting in order to appoint the officers and ratify the constitution.

(SOBT) will ask Rogate School if they could accommodate the meeting. If this is not possible, councillors agreed it may be possible for RPC to cover the cost of hiring Rogate Village Hall.

(EB) read a letter written to the trustees of Rogate Village Hall and Recreation Ground giving further details of potential plans and location for the observatory. (EB) read the reply from Christopher Jones-Parry which stated the Trustees would not be able to accommodate this building on the recreational ground unless it could be incorporated into the potential new sports pavilion.

(SOBT) has talked to a builder specialising in observatories who said it is not possible to attach the RCSC building to a sports pavilion.

(SOBT) will write to Rogate School on behalf of RCSC regarding the possibility of using school land for the project.

(FD) proposed RPC support any efforts by RCSC to pursue other potential sites for the observatory.

(EB) will talk individually to the Trustees of Rogate Village Hall and Recreation Ground

11) Committees and Working Parties' reports

11.1 Finance (SW)

The council received and accepted the Minutes of the Finance meeting held on 30th June 2014

(SW) appealed for any projects councillors wished to be considered for next year's budget.

11.2 Planning

The council received and accepted the minutes of the planning meeting held on 11th August 2014

11.3 RATA

The traffic calming project will be presented to CLC North committee meeting on 7th October. It is hoped to gain approval for this to be moved on to the next stage, which is for Highways to be asked to draw up plans in association with RATA and give costings. Funding for the project will need to be sorted from a variety of sources including RPC.

(FD) explained working parties are needed to help raise funds for the project, (EB) suggested placing a notice board in Rogate shop asking for volunteers. Help from members of the public will also boost the community aspect of the project.

(FD) is hoping to initiate a school parking project as so many children are now attending the school. Ed Dickinson will be helping with this.

(SW) thanked (FD) for all her efforts in organising the meeting on the 8th September

11.4 Open Spaces

(VF) reported the Southern Water cameras have revealed backed-up pipes at Hugo Platt. Some pipes have been replaced and some non-returnable valves have been installed.

(SW) reported he and (GC) have started the process of registering the deeds for the four parcels of parish-owned land with the Land Registry Office. This must be completed before work begins on the Woodland Management Plan.

(FD) is constructing a letter to Playsafe and has found the equipment was installed with a 10 year guarantee but needs a copy of the contract. (RH) has now found the file.

11.5 Neighbourhood watch

(MH) has been contacted by three people involved in Neighbourhood Watch groups. He will write a piece for the Rogate and Terwick News asking for those who are co-ordinating groups to make contact. (MH) will also call Heidi Hay to discuss further. Nick Jacobs, a street co-ordinator will hopefully attend next month's meeting.

12) Maintenance of assets of RPC Owned Lands

Upkeep/Repair of Rogate War Memorial – (EB) will check progress with (AA)

13) Neighbourhood Plan: update

Another Steering Group meeting will be held on the 26th of September.

(SW) has written a section on the parish demographics to be included in the 2nd draft. (EB) suggested the NP needed to include the possibility of small development and asked for RPC to support this view. It was decided this view should be supported.

The idea of one bedroom developments for the elderly was unpopular (EB) suggested very small apartments could be impractical if for example carers were required to stay overnight.

14) Report of Brighton ARC Ecosystems conference (SO'BT/RH)

(SOBT) will write a report and email to all councillors

15) SDNPA:

(EB) suggested a copy of the Infrastructure Development Plan (IDP) should be at each meeting so it can be updated as projects are agreed. Councillors agreed the community orchard project and the development of Oliver's Piece should be removed from the list. These can be added again if needed. RPC will need to produce potential budgets for remaining projects

SDNPA is holding a workshop on 23/10/14 (EB) plans to attend

(EB) reported the Local Plan consultation meeting was very interesting and flagged issues both with the Local Plan and Rogate and Rake Neighbourhood Plan. Many extra things will need to be included in the NP such as the National Planning Framework.

The strategic housing market areas and strategic housing land availability assessment have earmarked sites for development which have been offered by landowners or marked by CDC for development. Some of these sites have been rejected by RPC in the past.

Councillor Val Farren left the meeting at 10.05pm

16) RPC Activities in 2015

RPC needs a small committee to push the organisation forward. As yet (EB) has not been contacted by anyone with offers of help to organise.

17) Fracking/energy

Determination date for Fernhurst/Lynchmere is 11th September. SDNPA officers have recommended to the Planning Committee that this application is rejected.

18) Correspondence

Bank Statements received – filed in finance file

(EB) encouraged councillors to complete the WSCC "What matters to you?" survey

It was decided the Winter Management Leaflet from 2013 year would be reused this winter.

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

Settlement hierarchy (SW) and (EB)

Recruitment (EB) (SW) and (FD)

20) Date of next meeting

The next **Full Council Meeting** will be on **Monday 13th October 2014 at 7.30pm at Rogate Village Hall Pavilion.**

Meeting closed at 10.20pm

To contact the Chair, Elizabeth Brown
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