



## **Full Council Meeting MINUTES**

**Monday 9 February 2015**

Councillors in attendance: Pauline Berrisford-Hill (PBH), Elizabeth Brown (EB) (Chairman), Peter Button (PB), Fiona Dix (FD), Val Farren (VF), Max Harwood (MH), Peter Howland (PH), Steve Williamson (SW)

Clerk: Kevin Jones (KJ)

In Attendance:

Gillian Keegan (Chichester District Council)

Gordon McAra (West Sussex County Council) – from approx 8.15

Meeting started 7.40pm

**1) Representations from the Public: None**

**2) Apologies for Absence:** Received and accepted from Ann Arnold, Greg Carter, Sarah O'Brien Twohig and Shon Sprackling.

**3) Declarations of Interest: None**

**4) District & County Councillors Reports**

**Gillian Keegan** (Chichester District Council) informed the Council that 16 district councillors would not be seeking re-election, including the council leader. The Chichester Neighbourhood Plan was progressing

**Gordon McAra** (West Sussex County Council) informed the Council that there would be no Council Tax rise at the County level in 2015. He strongly supported the **RATA plan** for Rogate. (GM) asked about progress with the **Rogate Neighbourhood Plan** and in particular identification of housing and settlement sites. He was informed the Council was still at the discussion and consultation stage for housing numbers provision and site identification. (GM) said the Council should be aware of a new **Grant Fund** established for relevant local projects. The **Midhurst – Petersfield Cycleway** was under construction between Midhurst and Stedham. There was not yet a complete agreed route because expected co-operation from landowners was not always forthcoming. There was progress in Rogate on faster **broadband provision**. It was suggested the Clerk should contact Hampshire County Council to try to establish the position for Rake.

**Action: (KJ)**

**5) Minutes of Last Meeting**

The minutes of the last meeting held on the **12 January 2015** were accepted by the council with two minor amendments and signed by the Chairman.

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

**a.) Action in Rural Sussex (AIRS)**

The e-petition was mentioned in the Chairman's Letter in the February R&T News, encouraging residents to support it.

**b.) Care Act – Public Consultation Chichester 26 January**

This was attended by the Chairman and Greg Carter. West Sussex County Council were consulting on four parts of the Care Act:

- i) Assessment for those needing care and support
- ii) Assessment and support for carers
- iii) Advocacy – someone to speak up for you
- iv) Charging for some services

The Act comes into being on the 1 April 2015 but nothing will change immediately as implementation will take 12 months. Client "wellbeing" was at the centre of the policy.

**c.) Big Lunch – Sunday 7 June**

Jenny Peters together with two others from the Lunch Club have agreed to organise this. Val Farren agreed to take over as the Council's representative. **Action: (VF)**

**d.) Meeting With Liss Neighbourhood Plan Group**

As well as an exchange of views on Neighbourhood Plans it was agreed that both Parish Councils would work together whenever possible on issues at the common boundary. The "Jolly Drover" crossroads was one example. Here, both parties would like to see the current complex junction replaced by a roundabout. (SW) agreed to write to Hampshire County Council expressing the Council's view on the need for a roundabout. **Action: (SW)**

**e.) Operation Watershed**

The closing date for applications for work under this scheme is 31 March 2015. Does the council want to apply for more funding, particularly the Church Lane area in Terwick? (SW) is about to submit a further application which needs G McAra's support. **Action: (All) (SW)**

**f.) Rogate Parish Council Owned Lands – Camping Policy**

The Council has been contacted by the local Scout Pack Leader asking about progress with the camping policy. The matter was passed to the Open Spaces Committee. **Action: OSC**

**7) Finance Report (SW)**

**Income** £1,300 CDC New Homes Bonus reported last month.

**Expenditure** Expenditure is broadly according to budget and the level of expected underspends outlined in January: £

**Projects**

**Neighbourhood Plan** – Further £3,000 expenditure to complete

**RATA** – Once VAT is reclaimed about £1,300 will remain in the account

**RAP** – About £5,100 remains for future maintenance

**Garbit's Steps** - £4,700 remains to be spent.

**Operation Watershed** – (SW) reported incorrect invoices had been received from Balfour Beatty. Clerk (KJ) has been tasked with obtaining correctly priced invoices. **Action: (KJ)**

- Fiona Dix checked the bank reconciliation.

**8) Payments to be approved**

Payee	Detail	Amount (£)	Heading
Clerk's/RFO salary & PAYE		Not Disclosed	Administration
Elizabeth Brown	Website Cost	22.51	Administration
Rogate Youth Club	Grant	826.44	?
Rogate Village Hall Committee	Hall Hire	78.00	Administration
Fiona Dix	Photocopy and padlock costs	63.40	?

**Payments were approved.**

**9) Grants/Funding**

(See item 7 above)

## **10) Committee and Working Party Reports**

### **10.1 Finance (SW)**

(SW) informed the meeting that all expense claims by councillors and the clerk need to be submitted for approval by the March 9th meeting. **Action: All**

### **10.2 Planning**

The Planning Committee meeting minutes of the **12 January 2015** were received.

It was reported that the planning application to build houses at the rear of the “Rising Sun” site in Rake had been withdrawn. The Clerk was asked to enquire of Milland and Stedham parish councils their process for reviewing planning applications; do they wait for paper plans or download them from the website? **Action: (KJ)**

### **10.3 RATA**

(FD) reported: Highways and their consultants have produced an initial proposal which we consider needs much reworking to bring it in line with the recommendations of the HBA report.

According to Highways, however, the consultant now is working on 2 proposals to present in the next couple of weeks: one following Hamilton Baillie's report and one closer to Highways' preference.

### **10.4 Open Spaces Committee**

(PH) reported that the Open Spaces Committee (OSC) had met on the 19 January.

The (OSC) is to conduct an audit of registered and unregistered footpaths in the parish. A link on the Council's website to the West Sussex County Council interactive footpath map would be useful. **Action: (KJ)**

(EB) commented that she had observed attractive wooden noticeboards at National Trust sites with clear plastic dispensers for informative leaflets. This was something the Council should consider.

Greg Carter is to meet with Nina Williams regarding Garbit Steps. **Action: (GC)**

## **11) Neighbourhood Watch**

Max Harwood reported that he had received an e-mail from Sandy ? stating Nick Jacobs does not wish to continue as the Area Neighbourhood Watch co-ordinator. There were many community based safety partnerships (Farm Watch, Horse Watch etc.) and it was decided to seek advice from the community police constable on the options open to the council at the next meeting. **Action: (KJ)**

## **12) Maintenance of assets of RPC Owned Lands**

### **12.1) Nameplates**

In progress.

## **13) Neighbourhood Plan**

(SW) reported that residential housing development sites and settlement areas were under consideration. Defining the settlement areas should be an item for the next council meeting. Changes to the draft plan are being made following the public meeting in January. The next public meeting will be on the 21 February.

## **14) Rogate Community Sky Centre**

(EB) reported she was attempting to establish a core group of interested individuals to decide future policy. A working party/committee was needed with the desire and knowledge to design and organise relevant events. (MH) advised he had contacts with the Clanfield based Hampshire Astronomical Group and was asked to contact them. **Action: (MH)**

**15) SDNPA**

Nothing to report.

**16) Listening Post for Parishioners (FD)**

The possibility of providing a “Listening Post” facility for parishioners had been publicised in the Rogate & Terwick News but had not drawn any response. The idea was shelved for the time being.

**17) Facebook/Twitter Accounts For The Council**

Investigation of possibilities was ongoing.

**18) Rogate School Crossing Patrol**

(FD) reported that a school crossing safety patrol would require flashing warning lights to be installed. There was no possibility of the patrol without the lights. The installation of lights did not find general favour. (FD) was asked to report back to the Council on the number of children crossing the A272 joining and leaving the school. **Action: (FD)**

**19) Parish Communication – Information Dissemination**

The Council was keen to have as many channels of two-way communication with parishioners as possible. In the course of work on the Neighbourhood Plan Paddy Walker had assembled a list of e-mail address contacts within the parish. He will ask people if they would consent to their details being passed to the council for the purpose of communicating information. **Action: ()**

**20) Correspondence**

- E-mails as previously circulated
- Bank statements received – filed in finance file (**SW** reviewed)

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

- Neighbourhood Plan – Definition of Settlement Areas (SW)
- Parking on the highway adjacent to the BMX circuit. (EB) volunteered to speak with the club officials who managed the site. **Action: (EB)**

**22) Date of Next Meeting**

The next **Full Council Meeting** will be on **Monday 9 March 2015** at **7.30pm** at **Rogate Village Hall Pavilion**.

Meeting closed at 9.50pm

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