



**Full Council
Meeting Minutes**
Monday 8th October 2018

Parish Councillors in attendance: Chairman Steve Williamson (SW), Ann Arnold (AA), Elizabeth Brown (EB), Val Farren (VF), Fred Fosberry (FF), Max Harwood (MH), Sue May (SM), Elena McCloskey (EM) and Mairi Rennie (MR).

Clerk: Debbie Harknett

There were no members of the public in attendance.

Meeting started 7.30pm

1. **Recording of the meeting** – it was noted that the meeting would not be recorded.
2. **Representations from the Public** – none.
3. **Apologies for absence were received and accepted from:** Fiona Dix (FD), Nic Lobbenberg (NL), Rita Harrison-Roach (RHR), Paddy Walker (PW) and District/County Councillor Kate O’Kelly (KOK).
4. **Declarations of interest** – MH expressed an interest in Rogate School.
5. **Minutes of last meeting:** the minutes of the meeting held on 10 September 2018 were accepted by the Council as a true record and signed by the Chairman.
6. **County & District Councillors Reports** – EB read KOK’s report:
As West Sussex County Councillor:
 - a) WSCC are facing a challenging financial position and are consulting with stakeholders in regard to the decision to terminate contracts with housing related support voluntary sector organisations, reduce Local Assistance Network support for households in crisis and reduce minimum guarantee for working age adults in receipt of council funded social care support. Outcome to be scrutinised by HASC on 12 Dec before cabinet member makes decision.
 - b) As a result of the closure of the Bailey Unit at Midhurst Community Hospital KOK is working with a group established up to explore the idea of a frailty hub based in Midhurst.
 - c) The WSCC meeting to discuss bus strategy is on 11 October. She will then report to the NW Bus Group meeting on 23 October in Rogate. WSCC’s forward plan involves a timeline for review of bus strategy and support for non-commercial bus services. It is possible there will be a consultation regarding parishes, districts and boroughs partnering with WSCC to help pay for these non-commercial but valued services.**As Chichester District Councillor:**
 - d) Velo South – WSCC are holding a review while CDC leadership have indicated if the event was proposed in the future the full council would need to give it backing for them to support it.
 - e) The cabinet have made the decision to sell Midhurst’s Grange site for development as a care home. The October Midhurst vision meeting will be an opportunity to clarify the situation and see if there is a plausible community led alternative. Meantime, a care home planning application has been submitted.
 - f) Funding for Midhurst’s north street car park resurfacing has been confirmed.
 - g) The cabinet have confirmed the decision to procure a development partner for Chichester’s southern gateway scheme.
 - h) In May the council resolved an action plan to remove single use plastics from their operation premises and to implement a sustained campaign to encourage residents and businesses to discontinue their use. As part of this, CDC have installed a refill fountain at East Pallant House (official REFILL point – you can install app to find others at www.refill.org.uk).
 - i) Current shop vacancy rates: Chichester 6.3%; Midhurst 2.72%, Petworth 0%.
 - j) The business enabling grant scheme is still available www.chichester.gov.uk/enablinggrantscheme.
 - k) The council have recruited a new Homeless Outreach worker.

Drop-in session Rogate Village Shop 5 November 2018 10.30-12.30.
7. **Chairman’s report** - none

8. Finance report:

- a) It was noted that MR would check the bank reconciliation.
- b) The Clerk noted we have received confirmation of our new Community Land Trust bank account.

Receipts and payments approved:

Receipts:		
HSBC	Bank interest	£9.42
Chichester District Council	Precept – second tranche	£15,462.00
Payments:		
Rogate & Terwick Village Hall	Hall hire	£63.00
Elizabeth Brown	Website cost re-imbursement	£27.05
Clerk/RFO	Salary/PAYE	Undisclosed
RJ Playground Services	Playground repairs	£1,764.00
Patricia Walker	Locum Clerk	£63.60
Mick Butcher	Bus shelter cleaning – 6 months	£90.00
Julie Reed	Bus shelter cleaning – 6 months	£90.00
Fred Fosberry	Bin cleaning – 6 months	£90.00
Alan Goodwin	Hugo Platt maintenance – 6 months	£90.00
Geoff Cornwell	Rake Recreation ground-6 months	£90.00
R&T News	Subscription	£125.00
Simon Wright	Fyning Common maintenance	£225.00

9. Committee and Working Party Reports:

Planning

- a) The minutes of the Planning Committee meeting on 10 September 2018 were received.
- b) A vote of thanks was given to Elena for the laptop she kindly donated to help view plans.

Open Spaces

- c) The minutes of the Open Spaces Committee meeting on 6th August 2018 were received.
- d) MH reported Elaine Parkin had attended the recent open spaces meeting to make a presentation and answer questions about her proposed Forest School. Her proposal is for three days a week in the holidays. Open Spaces were in favour but have some outstanding questions. They will circulate a proposal prior to the next meeting.
- e) It was noted that the Open Spaces Committee would meet on 26th November 2018 at 7.30pm.

Finance Committee

- f) It was noted that the finance committee would meet on Monday 15th October 2018.

RATA

- g) Meeting to be organised for the working party.

Drainage issues/Operation Watershed

- h) SW noted the St. Peters project is still ongoing; he will chase again.

Buses

- i) The steering group is due to meet in a couple of weeks.
- j) MH noted the recent information provided on bus use suggests one of our routes takes just £17 a week which cannot be viable.

10. Rogate & Rake Schools

- a) MH reported the federation between Rogate and Rake schools seems to be going well and benefiting both schools. The two new teachers are also receiving excellent reports.
- b) AA added she has heard some excellent feedback and heard parents are becoming more involved with the school again.

11. Neighbourhood Plan

- a) SW had circulated the submission document of the Rogate & Rake Neighbourhood Development Plan to all councillors prior to the meeting. The council now have to accept this as their final plan before it is submitted to SDNPA. The policies have undergone considerable consultation and iteration although only minimal changes have been made since the pre-submission consultation last year.
- b) The document will be submitted with a basic conditions statement and a consultation statement. Both of these are 99% complete and have been reviewed by the NP working party.
- c) Once received by SDNPA there will be a 6-week consultation period when it will organise a further round of consultations followed by a planning inspector examination who is likely to raise questions.
- d) There will then be a local referendum.
- e) He has spoken to Chris Patterson at SDNP and is meeting with him next week.
- f) After discussion, SW proposed **resolution 'Rogate Parish Council approve the Rogate and Rake Neighbourhood Development Plan for submission to SDNP'** which was seconded by EB and with one abstention the resolution was carried.
- g) SW thanked the working party for their help.

12. Community Land Trust

- a) MR informed the meeting £1,600 is due to be paid into the CLT bank account from the Community Land Trust Fund so any costs previously incurred by the council on their behalf now be repaid (hall hire and membership).
- b) Their next meeting is on 23 October at 2.30pm when they hope to be able to establish the detail of their contract with Sussex Community Housing Hub (SCHH) to use the services of Tom Warder at a cost of approximately £4-5,000. This cost should be met from a CDC grant.
- c) They are discussing a possible relationship with Stedham and Nyewood as it would be cheaper and provide more expertise if there was one land trust for 4 parishes (Trotton is already included).

13. Youth Club

- a) SW reported that he has not received any update on the employment situation.
- b) AA noted the chairman is standing down because of work commitments. She did not think they would be able to establish a charitable trust but they have an alternative that is being worked on.
- c) SW reminded the meeting that there is no intention to be obstructive to the Youth Club and there are no problems with the funding we already pay. Our concern was a contractual matter.

14. Traveller Problem -

- a) An email had been received from John Pitts asking if the Parish Council would write to the local MP requesting a change in the laws relating to travellers - this had been circulated prior to the meeting.
- b) MH expressed concern that it suggested trespass being a criminal act which, while he could see the problem with travellers, a broad brush would have other implications.
- c) SW noted there are sites in this county so police can move them.
- d) After much discussion, it was felt that although there is a problem this was not the way to solve it.

15. New initiatives

- a) On behalf of FD the chairman noted the village database has been established by the R&T News who are responsible for its ongoing management.
- b) EM expressed concern about possible loss of personal data.
- c) SW explained it's up to individuals and if anybody wishes to join the database they need to contact the R&T – the PC have no link to it.
- d) MH noted there is ongoing discussion about the new tree for the hall and he will discuss further with FF.
- e) MH noted three of our bus shelters are on Darren Rolfe's, (WSCC volunteer group) replacement list for December/January. He reported the one in the village centre has now been checked and found to be in poor condition, not viable for repair and with a possible asbestos roof. SW felt this could be considered when the others had been replaced.

16. Correspondence

- a) Emails as previously circulated.
- b) SDNP Parish Workshops on 29 November – EB to check diary, SW and EB able to attend.
- c) Bank statements received – filed in finance file.

17. Information for the Council (for noting or inclusion on a future Agenda)

18. Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 12th November 2018** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 8.30pm.

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