



Parish Councillors in attendance: Chairman Steve Williamson (SW), Elizabeth Brown (EB), Fiona Dix (FD), Fred Fosberry (FF), Max Harwood (MH), Nic Lobbenberg (NL), Sue May (SM), Elena McCloskey (EM), Mairi Rennie (MR) and Paddy Walker (PW).

Clerk: Debbie Harknett

There were no members of the public in attendance.

Meeting started 7.30pm

The Chairman opened the meeting, welcomed Elena to the Council and members introduced themselves.

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:** Ann Arnold (AA), Val Farren (VF), Rita Harrison-Roach (RHR), and County/District Councillor Kate O'Kelly (KOK)
4. **Declarations of interest** – SW expressed an interest in Rake Village Hall.
5. **Minutes of last meeting:** the minutes of the meeting held on 11 June 2018 were accepted by the Council as a true record and signed by the Chairman.
6. **County & District Councillors Reports** – SW reported on behalf of Dr Kate O'Kelly  
**As West Sussex County Councillor:**
  - a) The Bailey Unit at Midhurst Community Hospital has been indefinitely closed due to a shortage of local staff. The 17 beds are for short-term rehabilitation of patients with the aim of preventing unnecessary acute hospital admissions and supporting timely discharges from local acute hospitals. Patients will now be discharged to Bognor or Littlehampton. The Sussex Community NHS Trust did not bring the decision to the Health and Social Care Committee and they should have. She is liaising with Midhurst GPs and Friends of Midhurst Community Hospital.
  - b) The Education strategy consultation (including a statement about 210 pupils being required for viability) has been issued. She attended a meeting with the education team on 21 June to hear their plans for small primary schools. They have said an assessment has been carried out regarding the long-term prospects for each of our small schools following which conversations would be instigated with a small number of schools where the assessment indicates it may be necessary to consider the possibility of amalgamations, federations or closures to improve financial viability in the longer term. The newly agreed arrangements between Rogate and Rake is an example of small schools collaborating and sharing some resources.
  - c) The next bus steering group meeting is tomorrow; 10 July.
  - d) Rake Traffic group gathered evidence of residents traffic concerns at an event last week.
  - e) She has submitted a motion to be debated at Full Council on Friday 20 July calling for WSCC to think again about Velo South event. To consider cancelling the road closures or failing that, to have much shorter, rolling closures.
  - f) Gigabit broadband national voucher scheme (up to £3,000 for a small/medium sized business or £500 for residents) to help with costs of connecting to full fibre broadband. Gigabit will be taken to The Grange building in Midhurst and possibly onto other local authority buildings/business joining in the project.**As Chichester District Councillor:**
  - g) This week there was a members briefing on the Local Plan Review – including retail assessment, gypsy and traveller assessment and current state of the Southern Gateway development.
  - h) The Overview and Scrutiny Committee are concerned about the closure of the House of Fraser and the future of retail in Chichester was discussed. Chichester vacancy rate is 7.8% while its 11.2% nationally.
  - i) CDC are asking local businesses what is important to them and what support they would like from the Council. There is a survey available from 2 July-26 August at [www.chichester.gov.uk/letstalk](http://www.chichester.gov.uk/letstalk).
  - j) Priory Park are holding a second public archaeological dig of the Roman buildings from 9-24 July.
  - k) Her next drop-in session is in Harting on 12 July from 10.30-12.30am.

## 7. Chairman's report

SW attended the Rake & Hillbrow Traffic Group meeting last week which had over 30 attendees with a wide range of views. Their principal aims are safety, noise and village environment as the road cuts the village in half. The road is in WSCC while the properties are split between Hampshire and WSCC.

## 8. Finance report:

- a) PW reported we are ¼ way through our financial year but have only spent 13% of our budget with underspend on legal, equipment purchase, grants and property maintenance.
- b) It was noted that NL would check the bank reconciliation.
- c) The Clerk noted she is working with the Rake Playground group to make an application for the New Homes bonus. Our allocation is £712 and the application had to be made to CDC by the end of July.
- d) MR explained the difficulties of opening a bank account for Community Land Trust when a constitution has not yet been established. After discussion, SW proposal of **resolution 'to open a new bank account for the CLT under the umbrella of Rogate Parish Council and with the proviso that two members of the CLT are signatories of the PC'** was seconded by EB and unanimously approved. MR then proposed **'resolution PW to be given permission to open account on behalf of the PC'** which was seconded by FD and unanimously approved.

Receipts and payments approved:

Receipts:		
HSBC	Bank interest	£5.36
Payments:		
Rogate & Terwick Village Hall	Hall hire	£21.00
Clerk/RFO	Salary/PAYE	Undisclosed
Petersfield Museum	Buy-a-brick scheme	£90.00
E.C. Simpson Plant Hire	Holly removal at Terwick	£330.00

## 9. Committee and Working Party Reports:

### Planning

- a) The minutes of the Planning Committee meeting on 9<sup>th</sup> June 2018 were received.
- b) EB noted we have received three retrospective applications and wondered if there was a reason. In response to FD's question EB explained these are dealt with in the same way as other planning applications and if permission is not granted the applicant would be required to remove whatever had been built. FD suggestion of reminding people of planning requirements in the R&T was noted.
- c) EB informed the meeting the planning committee had a long discussion about the supply of paper plans which CDC are stopping providing from 1 October. While it was felt this was a cost cutting exercise for the DC it was likely to cost PC's. It was going to be implemented previously and the PC has got a screen though had experienced problems trying to get the plans up.
  - The Clerk explained she had concerns over the limitations of no longer having paper plans to circulate, ability to read large documents prior to a meeting, ability to look at more than one plan at the same time and the large plan size for seeing the details. She also noted that if displaying on a screen all documents would need to be downloaded prior to the meeting as we couldn't rely on a wi-fi connection. It is unlikely many Clerks would have the room to house an A3 printer and it would be costly to print all the documents.
  - NL added the meeting tonight highlighted the difficulty of looking at plans on A4.
  - It was noted AA, EB and the Clerk will attend a training session at CDC in August.
  - SW suggested we find out how other small parishes that no longer get paper plans manage. Some appear quite happy and find looking at plans online prior to a meeting efficient.

### Open Spaces

- d) The Open Spaces Committee meeting on 23<sup>rd</sup> July 2018 was noted.
- e) MH informed the meeting we have received a quote of £1,200+vat from RJ Playground Repairs for repairs highlighted at the recent playground inspections. MR proposal of **resolution 'to accept RJ Playground Repairs quote of £1,200+vat'** was seconded by NL and unanimously approved.
- f) MH noted that the swing at Hupp Platt appears to be coming to the end of its natural life; Clerk is obtaining quotes for a replacement.

## **Finance Committee**

g) The finance committee meeting on Monday 15<sup>th</sup> October 2018 was noted.

## **RATA**

- h) At the request of WSCC Highways the Clerk has approached CDC to see if planning permission is required for the planters/signs. If planning is not required WSCC should be able to start the process of a issuing highways license and we can get the planters installed by one of their recommended contractors.
- i) SW noted the buff surface/top dressing has been laid and it looks a lot tidier.
- j) At the recent CLC meeting (attended by EB, FD & SW) he raised the point of issuing a Traffic waiting restriction order and explained we wanted all the yellow lines removed. It was explained that an independent safety audit is completed on all highways matters (though it had not previously been mentioned) and this decided the yellow lines were necessary to prevent parking on the bends.
- k) FD added this was an astonishing waste of resources, especially as there is a limit to the number of traffic orders that can be made each year.
- l) SW noted he recently drove through West Ashling who have a very similar scheme.

## **Drainage issues/Operation Watershed**

- m) SW reported because of the time lapse for starting work he is waiting on a revised quote from Landbuild before the go-ahead is given for the new scheme at St. Peter's Church, Terwick.
- n) The Clerk reported mud has been cleared from the roads at Slade Lane so they are waiting for the rain to see what the current situation is before taking an application further.
- o) FF reported the sewer pipe across the River Rother is leaking where it joins the concrete. Clerk to report to Southern Water.

## **Buses**

- p) MH noted the next steering group meeting is on 10<sup>th</sup> July. The bus timetables have been put into the village magazines and the bus company are keen to encourage the use of the bus to access the South Downs.
- q) It does still appear the Midhurst-Petersfield route is at risk and he felt we need to start to consider if the PC are prepared to financially support the buses. After discussion, it was agreed RPC would be prepared to consider financial help. MH to raise at tomorrow's meeting.
- r) FD suggested the matter be brought to the attention of Gillian Keegan, MP as rural transport is an important issue.
- s) SW added that it was felt rural communities are not getting the service needed – including broadband.
- t) Clerk to send draft meeting notes to SW so he can write to Gillian on the PC's behalf.

## **10. Rogate & Rake Schools**

- a) MH reported the Headteacher is leaving and the deputy head, Stephanie Garwood, is stepping up to be a teaching head.
- b) They are forming a loose federation with Rake School whose Head is going to come to Rogate two days a week.
- c) The business manager is also leaving so they are going to share the cost of a business manager/bursar with Rake and employ a part-time administrator.
- d) These changes are allowing them to appoint two new teachers (one a math's specialist).
- e) They also put Rogate in quite a good position going into the new year and the academy order has been lifted. The partnership with Rake will save money and provide additional opportunities for the children in both schools. The local authority and the Diocese are supportive.
- f) SM considered the closure of the nursery was a shame as it's a feeder for the school; thoughts that were echoed. MH explained the nursery are losing some staff, the school needed the forth classroom back and it would cost too much to provide something new specifically for the nursery.

## **11. Neighbourhood Plan**

- a) SW is making slow progress – he has two reports to write, one amassing and collating the evidence of the consultation. PW supported getting it finished for submission and offered to help. MR added it is beginning to cause some issues for the CLT. SW to report to next meeting what needs to be done and how help can be provided.

- b) PW reported he and FD are working with Stephen Berendt to create a database amalgamating several existing within the village which will be managed by the R&T. They have drafted a letter to people and are ensuring it will be covered under GDPR.

## **12. Community Land Trust - nothing reported**

## **13. Velo event**

- a) SW reported this was discussed at the WSCC CLC meeting. The event has been accepted with a lack of appreciation of the road closure for 11 hours. Cars will need to be removed from the course and the closure will be enforced by the Police.
- b) There is now action to try to stop the event. KOK is pushing for rolling closures rather than full closures.
- c) The Clerk noted a meeting at Leconfield Hall, Petworth on 26<sup>th</sup> July.
- d) On the basis the event is going ahead SW asked about establishing a working party. In response to EB's questions he said they could organise resident and visitor parking, perhaps promote the pub etc. SM suggested the use of a field either end of the parish.
- e) The Clerk has one volunteer from outside of the Parish Council and considered it was important the Parish Council help public for what could be a difficult day. SW to approach a couple of residents affected on the route.

## **14. Correspondence**

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.

## **15. Information for the Council** (for noting or inclusion on a future Agenda) – FD requested new initiatives.

## **16. Date of next meeting** – The next Full Council Meeting of the Parish Council will be on **Monday 13<sup>th</sup> August 2018** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 9.12pm.

Chairman: Steve Williamson  
steve@thestepsrake.co.uk  
01730 890225

Clerk: Debbie Harknett  
clerk@rogateparishcouncil.gov.uk  
01730 300576