



# Full Council Meeting Minutes Monday 12<sup>th</sup> February 2018

Parish Councillors in attendance: Chairman Steve Williamson (SW), Ann Arnold (AA), Elizabeth Brown (EB), Fiona Dix (FD), Val Farren (VF), Rita Harrison-Roach (RHR), Max Harwood (MH), Nic Lobbenberg (NL), Sue May (SM), Mairi Rennie (MR) and Paddy Walker (PW).

There were two members of the public in attendance including Fred Fosberry (FF). Clerk: Debbie Harknett  
Meeting started 7.40pm

**1. Recording of the meeting** – it was noted that the meeting would not be recorded.

**2. Representations from the Public** – none.

**3. Councillor Vacancy**

- a) Having previously introduced Fred Fosberry to the Council the Chairman noted he is one of several members of the public paid an honorarium for their work within the parish. SW then proposed **resolution** to 'co-opt Frederick Fosberry to the Parish Council' which was seconded by EB with all Councillors in favour.
- b) Fred was invited to join the table and he signed the declaration of acceptance of office.
- c) He will join the Open Spaces Committee.

**4. Apologies for absence:** County Councillor, Dr Kate O'Kelly.

**5. Declarations of interest** – SW expressed an interest in Rake Village Hall; MH, RHR and FD expressed an interest in Rogate school.

**6. Minutes of last meeting:** Subject to amending 6h) from Stedham to Hollycombe the minutes of the meeting held on 8<sup>th</sup> January 2017 were accepted by the council as a true record and signed by the Chairman.

**7. County & District Councillors Reports –**

On behalf of WSCC Councillor Kate O'Kelly SW reported:

- a) A decision has been made to close the Members Big Society Fund and Small Grants Fund (for residents' well-being) and move to an arrangement of crowdsourcing for the Community Initiative Fund. Overall community grants are being halved – the MBSF was previously 300k and SGF 80k.
- b) The HASC (Health and Social Care) meeting on 17 January scrutinised the care market as a massive scale up in capacity is required and the work force is the most pressing issue.
- c) Subsidised bus services task and finish group are meeting in March. There is a reprieve with savings having been removed from this year's budget to give more time to develop a new rural transport plan.
- d) The bus plan public consultation and impact analysis is due Feb-March and the consultation will be at [www.westsussex.gov.uk/about-the-council/have-your-say](http://www.westsussex.gov.uk/about-the-council/have-your-say)
- e) Education update - the Easebourne school expansion plan is not progressing at this stage. The Council are planning to consult with local schools and stakeholders then will probably consult again later in the year. The decision about the change of catchment area for Easebourne and Midhurst Primary is still pending.
- f) Highways have agreed to allow Midhurst Area Cycling group and Midhurst Town Council to arrange for 2 new bollards on the north footway at the Half Moon, Midhurst to improve visibility of the crossing.
- g) The next County Local Committee is on 6<sup>th</sup> March 7pm at Wisborough Green Village Hall when there will be a briefing on the new crowdfunding arrangements for grants.

Fiona Dix arrived.

**8. Chairman's report**

- a) SW reported that SDNP are planning to reduce/cease the direct land management of Chapel Common. Their Rangers were previously involved in the management of key sites in the area but now want other agencies to get involved. It is complicated at Chapel Common which is privately owned, an SSSI and the habitat for a rare butterfly which requires a managed habitat.

- b) The idea of a children's playground at Rake was welcomed by Rake Hall and they are in the process of setting up a local working group. EB suggested CLC grant funding and AA's offer of her application notes from Rogate Playground for the lottery grant was noted.
- c) In response to FF's question SW explained that Bull Hill is not a suitable site because there is no footpath access or parking and the site is not central.
- d) The White Horse working party has updated the village on their proposals and share offer.

## 9. Finance report:

- a) PW noted we are 10/12 way through the year with a large underspend at the moment though payments are still to be made this financial year. SW and PW will look at the Clerks salary and some projects are ongoing – Neighbourhood Plan, RATA, Woodland Management and Operation Watershed.
- b) He is waiting for a price for the bus shelters and FF volunteered to help.
- c) AA noted that a new Youth Leader has hopefully been appointed.
- d) The Clerk noted that CDC are not installing any more dog waste bins but was informed normal bins can be used if the waste is bagged.
- e) AA offered to have the 'Silent Soldiers' delivered to the shop and it was suggested they could be put up by the War Memorials in the village and at Rake subject to permission.
- f) It was noted that NL would check the bank reconciliation.

Receipts and payments approved (with SW, MH, FD and RHR abstaining as appropriate):

Receipts:		
Anonymous donation of cost of one 'Silent Soldier'		£250.00
Payments:		
Rogate & Terwick Village Hall	Hall hire	£63.00
Elizabeth Brown	Website cost	£25.96
Clerk/RFO	Salary/PAYE	Undisclosed
Society Local Council Clerks	Clerk membership	£138.00
Simon Wright	Grounds maintenance at Fyning Rec	£150.00
Rake Village Hall	Grant towards floor replacement	£2,000.00
Rogate School	Garbitts Wood Grant for Forest School	£268.04
Southern Water	Fyning Rec water supply-August payment	£13.60
Southern Water	Fyning Rec water supply	£21.64
Royal British Legion	Silent Soldiers – two	£500.00

## 10. Approval of revised Financial regulations, banking procedures, internal controls and risk assessment

- a) SW noted these had been approved by the Finance Committee and had been distributed prior to the meeting but that no material changes had been made.
- b) PW offered to take on the responsibility of assessing any potential risks in future.
- c) In the absence of any questions, SW proposal of **resolution 'to adopt revised Financial regulations, banking procedures, internal controls and risk assessment'**, was seconded by VF and unanimously approved.

## 11. Committee and Working Party Reports:

### Planning

- a) The minutes of the Planning Committee meeting on the 11<sup>th</sup> December 2017 were received.
- b) EB noted the planning application for a Reservoir at Street Record, Garbitts Lane was refused with a requirement for the applicant to supply additional environmental information that makes it unviable to resubmit. The Planning Committee visited the site and agreed it was an advantage to the area (that is currently swamp/rough land) by providing a resource for wildlife, protecting the river from water extraction in the summer and being a visual improvement. After discussion, EB proposed **resolution 'Clerk to write to CDC Planners on behalf of the Council with reasons for our support of the application asking if it could be reconsidered'** was unanimously approved.

### **Open Spaces**

- c) The minutes of the Open Spaces Committee meeting of 6<sup>th</sup> November 2017 were received.
- d) The Open Spaces Committee meeting on 26<sup>th</sup> March was noted.
- e) VF had passed a quote for Finger Posts repairs to the Clerk - £2,200 for the one at the top of Fyning and £1,450 for Harting Combe. These were felt expensive so Clerk to do some more research and obtain alternative costs for the next Open Spaces meeting.
- f) SW noted there has been some discussion as spelling it is Garbitt Lane on the Ordnance Survey map but Garbett's Wood as recorded by the Land Registry.

### **Finance Committee**

- g) The minutes of the Finance Committee meeting of 23<sup>rd</sup> October 2017 were received.
- h) The finance committee meeting on Wednesday 9<sup>th</sup> May 2018 was noted.

### **RATA**

- i) SW reported the scheme is being implemented with some parking problems with contractors blocking parking for the shop customers. However, he contacted WSCC who then spoke to the contractors and things seem to have improved.
- j) AA noted it has had a major impact on the shop and there have been various comments about edging being too high, cobblestones, tarmac, a feeling of wasting money etc. but hopefully it will be a long-term improvement for the village. Generally, it has been agreed the traffic lights have made driving through the village easier/safer.
- k) SW noted the quote to cut the beech hedge by the cemetery has been accepted and the contractor has spoken to the engineers to arrange the best time to carry out the work.
- l) In response to EB's question SW explained only 2/3 trees survived the WSCC scheme which will be planted the Petersfield end of the layby and at the eastern end by East Lodge/garage. When WSCC have completed their scheme, consideration can be given as to additional planting.

### **Drainage issues/Operation Watershed**

- m) FD noted problems at Slade Lane when driving from North Street end towards the A272. RHR to look and report back as the site could be considered for an Operation Watershed grant application.
- n) AA reported problems at Terwick Church with tractors churning up mud and leaving tracks on the footpath to avoid taking mud onto the A272.
- o) SW reported the lane to St. Peter's Church is still under discussion with the Operation Watershed team and WSCC.

## **12. Rogate School**

RHR noted the school are concerned about the changes in the small school funding which is likely to cost them about £40k over the next two years.

## **13. Neighbourhood Plan**

SW reported the latest version is now ready for submission (previously distributed) and proposed **resolution 'to agree the Rogate and Rake Neighbourhood Plan Submission document (v35)'** which was seconded by AA and unanimously approved.

## **14. Community Land Trust**

- MR reported they have applied for a start-up grant and are now also working with Action in Rural Sussex.
- They need a list of people who support the project.
- The next meeting is arranged for 22 February.

## **15. Rother Bridges**

- a) MR informed the meeting she has done some research on the bridges and they are among the most precious things in the parish – 'ancient moments' – with Trotton being grade I listed. Her suggestion to put up signs was supported by everybody so she will get some estimates.
- b) EB to talk to Trotton and see if they want to do something similar.
- c) FF noted there has been more damage to the parapet at Haben bridge and it was agreed to talk to Highways to see if there is anything that can be done. SW to suggest site visit with Chris Dyer.

**16. Correspondence**

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

**17. Information for the Council** (for noting or inclusion on a future Agenda) – none.

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

It was agreed to hold the **Annual Parish Meeting** on **Thursday 19<sup>th</sup> April at 7.00pm**.

There being no further business the meeting closed at 9.00pm.

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