



I hereby give notice that a Meeting of the Full Council will be held on **Monday 14th May 2018** in **Rogate Village Hall Pavilion** commencing at **7.30pm sharp**.

Members of the public are welcome to attend – any requests to make a public representation must be received by the Clerk by email no less than 24 hours prior to the meeting.

Chairman: Steve Williamson	Vice-Chairman: Elizabeth Brown	Clerk: Debbie Harknett
steve@thestepsrake.co.uk	rakehanger3@gmail.com	clerk@rogateparishcouncil.gov.uk

- 1) **Recording of the meeting** – to be noted
- 2) **Election of Council Chairman**
- 3) **Election of Council Vice-Chairman**
- 4) **Councillor vacancy**
- 5) **Representations from the Public** (15 mins)
Members of the public may ask the Chairman for permission to address the Council.
- 6) **Apologies for absence**
- 7) **Declarations of interest**
- 8) **Minutes of last meeting** – To approve and sign the minutes of the last meeting held on the 9th April 2018 as a true record.
- 9) **Reports from County & District Councillor** Kate O'Kelly
- 10) **Formation of Committees for 2018/19 – Planning – Open Spaces - Finance**
- 11) **Chairman's Report**
- 12) **Finance report**
 - a) Monthly Finance Report to the Council
 - b) Non cheque signatory to check reconciliation
 - c) Consider the findings of the review of the Annual Governance Statement
 - d) Approve Annual Governance Statement 2017/18
 - e) Consider the Accounting Statements for year end 31 March 2018
 - f) Approve accounts for year end 31 March 2018

Receipts to be noted:		
Chichester District Council	Precept – first tranche	£5.23
Payments to be approved:		
Rogate & Terwick Village Hall	Hall hire	£63.00
Elizabeth Brown	Website cost	£24.93
Clerk/RFO	Salary/PAYE	Undisclosed
Zurich Insurance	Parish Council insurance renewal	£870.55
Lewis Landscaping	Cemetery hedge cutting – RATA	£600.00

13) Committee and Working Group Reports

a. Planning -

To receive minutes of the Planning Committee meeting of 9th April 2018.

Open Spaces –

b. To note Open Spaces Committee meeting on 21st May 2018.

Finance Committee -

c. To receive minutes of the Finance Committee meeting of 29th January 2018.

d. To note Finance Committee meeting on Wednesday 9th May 2018.

e. **RATA (SW)**

f. **Drainage Issues/Operation Watershed (SW)**

14) Rogate School (RHR) & Rake School

15) Neighbourhood Plan (SW)

16) Community Land Trust (MR)

17) Litter picking/adopt a road

18) Bus services (MH)

19) Velo South

20) General Data Protection Regulations

21) Correspondence

- Emails as previously circulated.
- Bank Statements received – filed in finance file.

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

An opportunity for Councillors to note or include matters on future Agendas.

23) Date of next meeting

To confirm the date of the next **Full Council Meeting**, scheduled to be at 7.30pm on **Monday 11th June 2018** at Rogate Village Hall Pavilion.