



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

County Councillor: Kate O'Kelly (KOK)

There were three members of the public in attendance.

Clerk: Debbie Harknett
Meeting started 7.30pm

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

2. Representations from the Public –

- a) A member of the public addressed the meeting to report he cleared rubbish along the road from the Drovers to Tullecombe crossroads. He picked up 17 bags of litter along the 1.7 miles which were the collected by Chichester District Council.
- b) Prior to starting, he spoke to CDC who suggested that some Parish Councils organise litter picking campaigns whereby the volunteers are covered by their insurance.
- c) He noted that our MP Gillian Keegan has joined a campaign to 'adopt a road' and has helped with some beach cleaning.
- d) He proposed the Council hold an annual event (on the Sunday the clocks change to encourage the 'free' hour to be given to the campaign & prior to spring growth) and join the adopt a road campaign to encourage others.
- e) He noted that Parsonage was one of the tidiest parts of the village and suggested installing a litter bin by the side of the shop on West Street.

FD arrived.

- f) SW expressed the Council's thanks and commended his efforts and good example.
- g) MH explained that insurance is not a problem but we would need to document a risk assessment.
- h) The Council welcomed the idea; SW to raise at the Annual Parish Meeting and include on next month's agenda.

A member of the public left with thanks.

3. Apologies for absence: Val Farren and Nic Lobbenberg.

4. Declarations of interest – none.

5. Minutes of last meeting: Subject to changing 'Watcham to 'Wakeham in 14h) the minutes of the meeting held on 12 March 2018 were accepted by the council as a true record and signed by the Chairman.

6. County & District Councillors Reports –

WSCC Councillor Dr Kate O'Kelly reported:

- a) WSCC have announced that Stagecoach are taking over the 54, 91, 92 & 93 bus services from 15 April.
- b) The bus strategy consultation is due to open this week and she recommends everyone to respond (and encourage others) at www.westsussex.gov.uk/about-the-council/have-your-say. In response to MH's question she said paper copies will be available.
- c) There is a bus strategy meeting with WSCC on 10 April regarding NW West Sussex and the local bus steering group meeting 1st May at 6pm in Rogate Hall.
- d) The North Chichester Local Community Network (health providers, local voluntary and other community organisations) are looking at social prescribing and rural isolation. This will be starting at Midhurst Riverbank surgery from the summer.
- e) She will be working with LCN (which is an Action in Rural Sussex initiative) to explore the roll out Village Agents in the North Chichester District area. These agents are a team of experienced rural community development specialists who work with people to develop innovative and effective ways to bring services closer to rural people with the aim improve access to services. Each agent has a specific geographical area, often with several adjoining parishes.
- f) EB also attended the meeting adding there were lots of ideas and the 'Milland Cares' website (created by Chrissy May) is full of information which could possibly be adapted for other parishes.

- g) WSCC Community Grants – information for organisations wanting to bid is not on WSCC website yet but available from www.spacehive.com.
- h) WSCC Community Highways Scheme received only one bid last year and she would encourage discussion with RATA possibly for Rake traffic calming, North Street or Coombe crossroads which could be looked at with adjoining parishes or a group of residents though applications would need to come from the Parish Council. KOK is happy to help.
- i) FD noted that North Street was in the original RATA scheme and SW added Rake traffic calming is in the NP.
- j) The Velo South cycling event road closure details is not yet clear but the cost of the closures will be met by the organisation. Nyewood will be cut off while the road is closed.
- k) Her next drop-in session is at White Hart, Harting on 19 April 10.30-12.30

District Council

- l) The election for a new District Councillor is on 18 April 2018

7. Chairman’s report

- a) SW reported CDC have confirmed as there was no request for an election the Clerk will now advertise to co-opt a new Councillor. Please ask anybody interested to talk to the Clerk or him.
- b) We have received an email about another cycling event that will pass through the parish on the Harting Combe Road from Milland, turn left up Combe Hill to Tullecombe, down to North Street, across to Haben Hill and onto Nyewood and South Harting on Sunday 2 June but, unlike the Velo event, this is not a race and no roads will be closed which can be dangerous and cause congestion. The same organisers have another event planned on a similar route on 14 October. Highway code rules should be obeyed (single file where appropriate and no more than 2 abreast).
- c) SW informed the meeting we have received a Freedom of Information request for copies of documents that refer to Dangstein Conservancy or Laundry Cottage. In line with our Data retention policy there are only items from the last three months plus a couple not deleted and minutes which have been sent to the applicant.
- d) He has received an email from a resident complaining about the Council’s decision to financially support Rogate Village Shop.
- e) He will be meeting with SDNPA and the Chapel Common Liaison Group on 4 May to discuss the on-going management of the SSSI site.
- f) He reminded Councillors the Annual Parish Meeting is on Thursday 19 April.

8. Finance report:

- a) PW reported the new financial year has just started. The 2017-18 budget was £31k of which we have spent £21k though there are some ongoing project funds held – RATA, Operation Watershed, Woodland Management and Neighbourhood Plan. We have underspent particularly on staff, training, legal/consultancy, equipment maintenance and Youth Club.
- b) The Clerk noted the New Homes Bonus allocation and that the last grant was used towards Hugo Platt play equipment. SW explained some of the new houses were in Rake so it was agreed it could be used towards play equipment at Rake. An application is required by end July; SW will let the playground group know.
- c) It was noted that RHR would check the bank reconciliation.
- d) The updated fixed asset register had been circulated prior to the meeting with the addition of items purchased during the last financial year. As there were no questions, SW’s proposal of **resolution ‘to approve the fixed asset register’** was seconded by AA and unanimously approved.

Receipts and payments approved:

Receipts:		
HSBC	Interest received (last year’s accounts)	£5.23
Payments:		
Rogate & Terwick Village Hall	Hall hire	£42.00
Elizabeth Brown	Website cost	£25.45
Clerk/RFO	Salary/PAYE	Undisclosed
Rogate School	Donation for hall use for bus meeting	£30.00
Griffin Nurseries	Tree for RATA	£97.20
Mairi Rennie	CLT membership cost – 2017-18	£35.00

9. Definitive map order 5/17 response to WSCC

- a) The email from WSCC requesting our observations/local evidence of use (of the path which runs adjacent to Foresters Cottage) had been circulated to Councillors. Maps and photos (previously circulated) were passed around the committee.
- b) SW clarified this is a different path to the one previously discussed and commented on in December.
- c) MR noted the path runs along to a memorial seat with a wonderful view of the village.
- d) MH added that it is widely used by dog walkers and other people.
- e) RHR felt it important to keep path for public use.
- f) AA added she used to walk the path all the time and its registration should be pursued.
- g) After discussion, MH's proposal of **resolution 'Rogate Parish Council to endorse the application to register definitive map order 5/17'** was seconded by RHR and unanimously approved.

10. Committee and Working Party Reports:

Planning

- a) The minutes of the Planning Committee meeting on the 12th March 2018 were received.

Open Spaces

- b) The minutes of the Open Spaces Committee meeting on the 22nd January 2018 were received.
- c) The Open Spaces Committee meeting on 21st May 2018 was noted.
- d) MH informed the meeting he has received a quote from Simon Wright to cut down some trees at Terwick Woodland at an approximate cost of £70. It was agreed the quote could be accepted as part of the woodland management budget.

Finance Committee

- e) The finance committee meeting on Wednesday 9th May 2018 was noted.

RATA

- f) SW reported all the digging and relaying the kerbs is finished and we are waiting for the resurfacing to be completed and new lines to be added.
- g) The cemetery hedge has yet to be cut as the traffic lights were never in the correct position – Clerk to chase.
- h) AA expressed her thanks to the Parish Council for supporting the shop which has helped.
- i) She is concerned there is a problem with the runaway of water, pockets of water, height of step (above damp course). She will talk to other owners along the road to see if they are affected and contact WSCC as there have been flooding problems in the past.
- j) AA also noted parked cars are obscuring the view from North Street but it is hoped this will be corrected when all work has been completed. Clerk to ask for start date.
- k) RATA working party – SW, FD and EB to meet onsite to review progress of the works.
- l) FD reported problems along Garbett's Lane by the wood entrance with the verge/hedge a mess; probably caused by lorries avoiding the traffic lights. FF to look and report back so WSCC can be informed if appropriate.
- m) SM noted the tree opposite Parsonage is not as she envisaged.

Drainage issues/Operation Watershed

- n) FD asked about problems at Slade Lane adding there is a big puddle at the bottom end as well as in the middle. She will pass details onto RHR/Clerk who are hoping to make an Operation Watershed application.
- o) SW to pass on a copy of previously completed form to help.
- p) KOK will forward information on current Operation Watershed initiative.

11. Rogate & Rake Schools

- a) RHR noted the co-chairing is going well and making sure they are compliant.
- b) KOK reported Rake School is ticking over well.

12. Neighbourhood Plan

Nothing to report.

13. Community Land Trust

- a) MR informed the meeting that she paid £35 to join the CLT and it will cost a further £50 to renew for another year though it is hoped they will eventually get some grant funding for expenses.
- b) PW's proposal of **resolution 'Rogate Parish Council to meet the previous and current membership cost'** was seconded by RHR and unanimously agreed.

14. Bus services

- a) The Clerk asked the meeting if the Parish Council is happy to cover the cost of the hall for the steering group and other meetings.
- b) KOK added Rogate is key to the issue and is on the artillery route.
- c) After discussion, AA's proposal of **resolution 'Rogate Parish Council to meet the cost of the bus meetings'** was seconded by PW and unanimously approved.
- d) In response to FD's suggestion the Clerk will ask the Hall Committee if they would be willing to let the group use free of charge as it is or the wider community.

15. Rother Bridges

MR asked SW about the RATA signs but added WSCC are reluctant for any additional signage to be added to the bridges.

16. Silent Soldier

- a) MR informed the meeting that Rev. Edward Doyle has agreed a 'Silent Soldier' can be put in Rogate Church yard now he understands they are not a permanent fixture.
- b) SW to arrange a site for the one at Rake.

17. Finger posts

- a) MH and FD informed the meeting the Open Spaces Committee decided, after a lot of discussion, they would like the Parish Council to fund the repair of the finger post at Tullecombe and refurbishment of the finger post at Fyning in the interests of tradition, heritage and the future.
- b) After discussion, SW's proposal of **resolution 'to place order with Ralph Restorations for the installation of a 3-arm finger post at Fyning and refurbishment of the 4-arm post at Combe crossroads at an approximate cost of £3,000'** was seconded by AA and unanimously approved.
- c) It was agreed the three arms at top of Fyning will be 'Hillbrow, Fyning, and Borden Wood
- d) EB reported the signboards on the old A3, opposite Hatch Lane are about to collapse; she will report on Love Sussex.

18. Correspondence

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

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

20. Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 14th May 2018** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 9.10pm.

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