



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

There were no members of the public in attendance.

Clerk: Debbie Harknett  
Meeting started 7.30pm

<b>Chairman:</b> Steve Williamson <a href="mailto:steve@thestepsrake.co.uk">steve@thestepsrake.co.uk</a>	<b>Vice-Chairman:</b> Elizabeth Brown <a href="mailto:rakehanger3@gmail.com">rakehanger3@gmail.com</a>	Clerk: Debbie Harknett <a href="mailto:clerk@rogateparishcouncil.gov.uk">clerk@rogateparishcouncil.gov.uk</a>
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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), Elena McCloskey (EM) and Paddy Walker (PW); Kate O’Kelly (KOK) District/County Councillor.
4. **Declarations of interest** – MH & RHR expressed an interest in Rogate School.
5. **Minutes of last meeting:** after removing the sentence ‘and under these new rules our plan would fail to be accepted’ at 6.b) the minutes of the meeting held on 14<sup>th</sup> January 2019 were accepted by the Council as a true record and signed by the Chairman.
6. **County & District Councillors Reports –**
  - As West Sussex County Councillor:**
    - a) Soft Sand - WSCC has opened a consultation (21 January-19 March 2019) to enable interested parties to comment on potential approaches to maintain a steady and adequate supply of soft sand. 4 of the 9 sites are in villages surrounding Midhurst and transport to the sites would travel through Rogate. KOK has arranged a meeting with the planning and infrastructure team at WSCC towards the end of the consultation to allow her to express views of different parishes directly with officers.
      - FD noted she had attended a meeting tonight at Midhurst Town Council but it hadn’t provided any information.
      - SW has started to look at proposals which could result in 5% increase in HGV traffic through Rogate.
      - To be included on March agenda and article for R&T to encourage individual responses as well as the PC as a public body.
    - b) Buses - cabinet member cut £300k from the subsidised bus routes subject to the budget being adopted on 15 February. Bus operators have been informed and routes announced. The 91, 92 and 93 are to be retained unchanged with the 54 retained apart from 7.34 journey from South Harting to Chichester; she has expressed concern at this journey loss and is hoping the decision will be reversed. KOK is remaining on member group looking for innovative solutions/partnerships for affected routes. Next cross parish group meeting on March 12 in Compton.
    - c) WSCC has published its budget and it will be debated in Full Council on 15 February. The proposal is to increase WSCC precept by 4.99% including 2% ring fenced for social care.
    - d) The HASC select committee have scrutinised the SECAMB CQC report with 4 areas requiring improvements and 1 area good. Issues have been raised locally concerning very poor response times, particularly in rural areas.
  - As Chichester District Councillor:**
    - e) Housing – KOK requested data statistics to be published monthly which is now happening. In January there were 41 clients in temporary accommodation, 14 in B&B and 15 sleeping rough.
    - f) CDC are consulting on housing generally and the results will inform their housing strategy [www.chichester.gov.uk/letstalkhousing](http://www.chichester.gov.uk/letstalkhousing)
    - g) Budget proposed increase in council tax is £5 a year for the average Band D taxpayer will be confirmed after 5 March council meeting when the budget is debated.
    - h) A new business network is starting in Midhurst (not just retail) first meeting 12 Feb at Bricklayers Arms.
    - i) Heart smart walks program is now available [www.chichester.gov.uk/heartsmart](http://www.chichester.gov.uk/heartsmart)

Drop in session Rogate Village Shop 1<sup>st</sup> April 2019 from 10.30-12.30.

## 7. Chairman's report – SW reported:

- a) We received a Freedom of Information request asking for details of our involvement in the A27 Alliance organisation and the answer was none.
- b) Rogate Downhill Cycle club events on the last few Sunday's have resulted in excessive parking along the four roads that meet at Harting Coombe crossroads. We have received a complaint from a parishioner and SW has witnessed problems. He contacted WSCC highways whose response was that parking restrictions – unlikely, un-enforceable and unrealistic in a rural setting; verge bollards – expensive to put in and maintain and will just move problem elsewhere; verge hardening – expensive to put in and maintain and the recommendation was to contact the Parish Council or landowner.
  - EB noted that people do try to park off the road and the cyclists are respectable of walkers and the site is always busy. The area gets wet and is owned by the Forestry Commission.
  - NL added the track has recently been changed which has encouraged more cyclists from the village and elsewhere – it is becoming a nationally recognised track attracting international riders and should be considered an asset to the village.
  - RHR and VF noted that it can be very difficult to drive through the area.
  - After discussion, it was agreed for the Clerk and Chairman to contact the group to discuss solutions.
- c) We received a complaint about the accidents on B2070 London Road, Rake caused by heavy snow and freezing temperatures on Friday afternoon 1<sup>st</sup> Feb and a request for a grit bin to be located on hill near Oliver's Piece. The Clerk passed to KOK for WSCC highways who have provided logs of the gritting – three times on Friday 1<sup>st</sup>. After discussion, SW's proposal of **resolution 'Rogate PC to provide a grit bin at Oliver's Piece during the summer in readiness for next winter, subject to approval from WSCC highways'** was seconded by MH and unanimously approved.
- d) Operation Watershed St. Peter's Church scheme contractors have submitted a revised scheme and costs which are as previously quoted. However, we have to add the cost of cattle fencing on short stretch of the ditch so total approximate cost £7,500 of which we received £4,999 from Operation Watershed. Previously we assumed £500 would come from Terwick PCC and rest from the Council but as we have no confirmation their financial position may have changed. Consequently, RPC may have to cover the £2,500 shortfall. SW noted we transferred some surplus OW funds into reserves a couple of years ago. EB urged SW to talk to Terwick PCC again and suggested SW contact Lady Nixon. In response to the Clerk's question about the NT contributing he explained he hadn't been able to get a promise from them. Therefore, following discussion that work needs to be completed this spring SW's proposal of **resolution 'subject to agreement of the landowner on the south side and satisfactory estimate, the PC make good the shortfall to a maximum cost of £2,500'** was seconded by MH and unanimously approved.
- e) EB report the road at Sandhill was flooding again; SW replied WSCC are discussing with the contractor.
- f) EB asked if the PC are going to look at arranging ditch clearance at our own cost – Members to consider and offer suggestions of suitable people/businesses.
- g) Rake and Hillbrow Community speedwatch have run 21 sessions, logging 148 vehicles over speed limit which resulted in 107 letters being sent by the police. The group are looking at reducing the 40mph to 30 & 50mph to 40. They are also looking at speed reduction/traffic calming and are going to talk to WSCC Highways.

## 8. Finance report:

- a) SW reported we are almost at the end of the financial year with expenditure roughly in line with expectations. Hall hire was lower but we have overspent on equipment purchase, maintenance, play area and youth club (which wasn't in the budget this year). The Clerk explained while it appears there is grant money left it was for Rake playground – we offered to purchase a piece of equipment next year.
- b) It was noted that NL would check the bank reconciliation.

Receipts and payments approved:

<b>Receipts:</b>		
HSBC	Bank interest	£2.08
<b>Payments:</b>		
Rogate & Terwick Village Hall	Hall hire	£42.00
Elizabeth Brown	Website cost re-imburement	£27.74
Clerk/RFO	Salary/PAYE	Undisclosed
Lewis Landscaping	RATA – cemetery hedge	£740.00
Southern Water	Fyning rec supply – 11 days	£1.36
Steve Williamson	Neighbourhood Plan – printer cartridges	£109.36
R.J. Playgrounds	Swing repair	£198.00

## 9. Committee and Working Party Reports:

### Planning

- a) The minutes of the Planning Committee meeting on 14<sup>th</sup> January 2019 were received.

### Open Spaces

- b) The minutes of the Open Spaces Committee meeting of 26<sup>th</sup> November 2018 were received.
- c) It was noted that the Open Spaces Committee would meet on 25<sup>th</sup> March 2019 at 7.30pm.
- d) MH noted the replacement of the three bus shelters by WSCC volunteer project was delayed because Darren Rolfe has undergone an operation but they are due to start soon.
- e) MH reported that he and the Clerk met with Ben Law to look at the village centre shelter. While there they also witnessed a gentleman with limited mobility miss the bus as it drove away without seeing him and they spoke to the owner of the garden adjacent to the shelter. The Clerk has contacted the bus company to request that buses stop and check for passengers. Ben Law's quote (picture circulated) allows for removal of the old shelter (not roof) and to build a shelter with sleepers at the base, a large notice board at the back, seating on two sides and a gap to allow a better view of the approaching bus. At £5,500 it would be made using local wood from the SDNP and it is hoped the SDNP would match fund. MH had looked at other shelters which would cost more. After discussion, NL's proposal of **resolution 'to employ Ben Law to build a shelter at a cost of £5,500 subject to SDNP funding 50% using RATA funds'** was seconded by VF and unanimously approved.
- f) Unfortunately, the current shelter has an asbestos roof – two quotes have been received for its removal at £220+vat and £495+vat. SW proposal of **resolution 'to appoint Crucial Environmental to remove the roof at a cost of £220+vat'** was seconded by FD and unanimously approved.
- g) MH reported the Clerk has been working on a new 15-year lease for Hugo Platt and PW's lawyer helped look at the documents. We have to decide whether or not to instruct the solicitor to carry out searches at a cost of £416. After discussion, SW's proposal of **resolution 'after due consideration to forgo the need for searches given that we have occupied the site for the last 25 years and are aware of its history and planning matters'** was seconded by EB and unanimously approved.
- h) MH reported the coppicing at Terwick Woodland has been completed and the wood looks very tidy.
- i) MH reported two dead fir trees (large granny pines) at Terwick Wood. We have obtained three quotes (to cut them down leaving tall stumps and timber to rot for wildlife) £1,100, £2,000 & £3,000. He had concern about the amount of wood that would be left. After discussion it was agreed SW, MH and EB to meet on site to decide if trees are near a footpath or the road and therefore need to be removed or if they can fall naturally and to consider how much wood is involved if felled.
- j) MH noted the requirements for TPO's were discussed at the last meeting as there was concern trees are sometimes removed to provide a view. SW reminded the meeting TPO's are managed by CDC and one of the requirements is that the tree(s) are considered to be under threat. It was agreed the PC cannot police trees but some specimen/vulnerable trees could be considered for protection. After discussion, it was agreed suggestions for trees which are considered to be an asset to be passed to Open Spaces so they could talk to landowners.

### Finance Committee

- k) It was noted that the finance committee would meet on Monday 25<sup>th</sup> February 2019.

### RATA

- l) There was some discussion about information boards and it was agreed the board at the back of the new village centre bus shelter could be used and EB will enquire about using the old phone box (this is managed by the R&T).

- m) **Drainage issues/Operation Watershed** – dealt with under chairman's report.

## 10. Rogate & Rake Schools

Reports were received that Rogate school is ticking along nicely and looked very smart at a recent Church concert.

## 11. Community Land Trust

MR reported they have formed a board consisting of 6 members and are waiting for the documents to be scrutinised before they incorporate. They are calling themselves 'START' to represent Stedham, Rogate and Trotton.

## 12. Youth Club

- a) RHR noted the attendance numbers are quite low.
- b) SW noted a request from the Hall Committee - several years ago we gave a grant of £400 to the Hall for the new Pavilion. As this has not been built would we consider moving to support the Youth Club toilet refurbishment? After discussion, SW's proposal of **resolution 'to allow the hall to use £400 previously given for the new pavilion towards Y.C. toilet refurbishment'** was seconded by MR and unanimously approved.

## 13. Dark Skies

MR noted she has condensed some information received from SDNP which has been circulated to members and she will pass to the R&T. SW added that we are still waiting on a leaflet from Dan Oakley, SDNP that could be distributed to householders.

14. **Grants** – due to absence it was hoped EM would discuss at the next meeting.

## 15. Sussex day

MR noted this is on Sunday 16 June which is the week after the fete so the marque should still be up. They are hoping to arrange a village event including a church service, family picnic, some CLT publicity, school activities and possibly stoolball.

## 16. Parish clean-up day

- a) The Clerk noted that nationally British Spring Clean month is running from 22 March-23 April and wondered if we wanted to arrange a village day – as suggested last Spring by a member of the public.
- b) EB noted she has collected sack loads of rubbish along the B2070.
- c) It was generally considered that it was better to try to encourage people to collect regularly rather than once a year.
- d) SW to include information in R&T with a suggestion people could use the weekend in March when the clocks change while not organising an 'event'. Tabbards & sacks are available from CDC.

## 17. Forest School

- a) MH noted that following November's discussion further information about toilet facilities had been circulated prior to the meeting explaining the proposed 'natural' facilities would have little impact on the area – their ethos is to leave the site as they find it.
- b) As the proposal had previously been discussed and agreed (subject to the toilets and contract etc) it was agreed outstanding questions had been answered. It was noted it wouldn't be appropriate for a discounted place for the trial but it would be required for any future use. After discussion, NL's proposal of **resolution 'to allow the trial of the forest school at Fyning Recreation Ground as previous agreed in November 2018, subject to overview by a minimum of two councillors (MH & MR) and for a maximum of 3 days over the Easter holidays'** was seconded by VF and approved with one abstention.

## 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 11<sup>th</sup> March 2019** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 9.23pm

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