



Parish Councillors in attendance: Chairman Steve Williamson (SW), Elizabeth Brown (EB), Carolyn Butler (CB), Adrian Collins (AC), Fiona Dix (FD), Max Harwood (MH), Zoe MacLehose (ZM), Elena McCloskey (EM), Gerard McCloskey (GM) and Mairi Rennie (MR).

There were two members of the public in attendance.

Clerk: Debbie Harknett  
Meeting started 7.30pm

**Chairman:** Steve Williamson  
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**Vice-Chairman:** Elizabeth Brown  
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1. **Recording of the meeting** – none.
2. **Apologies for absence were received and accepted from:** Ann Arnold (AA), Val Farren (VF) and Clare Jardine Paterson (CJP).
3. **Declarations of interest** – MR in Rogate Village Hall.
4. **Minutes of last meeting:** the minutes of the meeting held on 10<sup>th</sup> June 2019 were accepted by the Council as a true record and signed by the Chairman.
5. **Representations from the Public** –
  - a) Two members of the public attended to discuss the New Homes Bonus grant application and how it may be used to help Rogate Village Hall. They welcomed the idea of practice golf nets/mats and thanked EM for her ideas and research but were concerned about insurance, open access dangers and if they would be used as similar facilities are available locally so their appeal could be limited.
  - b) It was noted if they were in the basket ball court it could have number code access padlock on the gate.
  - c) The council were given an estimate for much needed storage behind the stage for Little Angels (among others) and asked if this could be considered for the grant as it limits the way the hall can be used.
  - d) The Clerk reminded the meeting that £801.28 is available which may be increased to £875.06. Applications are required by 5pm on Monday 29 July and must meet the aim to improve the quality of life for the community & stimulate a 'cohesive & vibrant community'. The criteria are to enhance local facilities with evidence of a community need and local benefit.
  - e) It was felt the golf nets would provide facilities for older children which the parish council has been trying to do for a number of years.
  - f) Golf nets can't be installed on the recreation ground without the support of the hall committee and currently we don't have the support of some members.

Two members of the public left with thanks.

  - g) After much discussion the Council supported the golf nets idea and felt that additional storage didn't meet the criteria. EM/FD to get information to show evidence of community need and answer any questions; MH to look at insurance. SW reminded the meeting that he was due to meet with the RVH trustees on 20<sup>th</sup> July
  - h) It was agreed that if the golf net scheme couldn't go ahead, we could apply for benches.
6. **County & District Councillor reports** – KOK's report had been circulated prior to the meeting.  
**As West Sussex County Councillor:**
  - a) The Fire service inspection report has been published. This looks at how well the service is protecting public, preventing and responding to fires and other emergencies and how well they look after staff. Report found effectiveness of services and efficiency of service both 'require improvement', and how well they look after its people is 'adequate'. Environment, Communities & Fire select scrutiny committee will discuss findings and recommend action at meeting on 10 July.
  - b) WSCC are planning to find another £27.9m of savings next year as government funding remains uncertain. Public cabinet meeting to look at options on 11 July. Options include closing some libraries

(not Midhurst), reducing support to subsidised bus services, further reduction in housing related support and closure of household waste recycling sites.

- It was felt a reduction in waste sites could result in an increase in fly tipping.

- c) She has submitted motion to full council meeting on 19 July to debate the support WSCC gives to development of partnerships of small schools. Government policy not to close small rural schools and encourage federations is reflected in WSCC school strategy. She feels the partnership stages need more support from the local authority.
- d) Local bus group met on 25 June with good dialogue between SDNP and Stagecoach regarding promotion of the services. WSCC may be looking to make some reductions to 54 service (possibly losing early morning journey) with the alternative to arrange a partnership/contribution from parishes. This will be discussed at the next meeting on 3 September.
  - SW noted this would be asking the council tax payees to pay twice – to the PC to pay for something that should be covered within their CC council tax payment.
  - FD reminded the meeting we have some power to make representation and SW agreed to write to the Chairman of WSCC, our MP and SDNPA.

**As CDC District Councillor:**

- e) Midhurst Vision website now live [www.midhurstvision.org](http://www.midhurstvision.org) and consultation process open. She has been to meetings involving Cowdray and SDNPA and the flashmob launch. Series of workshops planned for the Autumn. They want residents of surrounding villages to take part in order to shape future of Midhurst.
- f) CDC recently opened a new business enabling grants scheme which will run for 2 years. Small business can apply for match funding (up to £2,500) for website/capital projects and grants (of £1,000) for apprenticeship training [www.chichester.gov.uk/enablinggrantscheme](http://www.chichester.gov.uk/enablinggrantscheme).
- g) Chichester District have made a grant bid to the Government for electric vehicle charging points.
- h) Love local, shop local campaign running in Chichester until August. Summer street party 22 August in Chichester City Centre.
- i) All parishes meeting on 15 July at the Grange, Midhurst from 7pm. EM & GM to attend.

**7. Chairman’s report – SW reported:**

Last week the Clerk was informed contractors were measuring West Street at School Lane in order to install ‘No stopping’ road markings on our new road surface which is against the ethos of the RATA scheme. It transpires in February a consultation request was sent to all parishes in Chichester north area with proposals for these markings at more than 20 schools. Unfortunately, we did not spot that Rogate Primary School was included and so did not respond. There has never been a parking problem here. WSCC have put the contractors on hold while they investigate.

**8. Finance report**

- a) SW reported expenditure to date is in accordance with the budget and went through the project money held while noting £2,750 of the RATA funds will pay for the village bus shelter.
- b) It was noted that FD would check the bank reconciliation

Receipts and payments approved:

<b>Receipts to be noted:</b>		
HSBC	Bank interest	£17.16
Chichester District Council	CLT grant	£1,600.00
<b>Payments to be approved:</b>		
Rogate Village Hall	Hall Hire	£21.00
Elizabeth Brown	Website cost re-imburement	£27.73
Clerk/RFO	Salary/PAYE	Undisclosed
SALC	Training	£336.00
National CLT Network	Incorporation Service	£325.00
Action in Rural Sussex	CLT advisor fees	£1,800.00
Playsafety	Annual playground inspections	£202.20
Ben Law	Bus shelter- agreed last month	£5,550.00
Rogate Stores	Refreshments for bus building volunteers	£150.00

## 9. Committee and Working Party Reports:

### Planning Committee

a) The minutes of the Planning Committee meeting on 13<sup>th</sup> May 2019 were received.

### Open Spaces (OSC)

b) The minutes of the Open Spaces Committee meeting on 1<sup>st</sup> April 2019 were received.

c) MH reported we haven't heard anything more from SSE – Clerk to email.

d) The Open Spaces meeting of 1<sup>st</sup> July approved the removal of a small tree at the entrance to Fyning recreation ground (at cost of no more than £50) as well as the purchase of two new fire beaters.

e) The new 'Ben Law' bus shelter in the village is complete but unfortunately the bin outside is unsightly and wrongly positioned. CB is investigating moving/replacing it and is currently in contact with CDC who own and empty the bin. Depending on the amount of usage it may be possible to put a smaller bin on the bus stop post.

f) We have received a quote to repair the fencing around the village hall playground (to replace 5 posts and re-concrete into the ground and connect to the existing rails). After discussion that the cost was reasonable SW proposal of **resolution 'to accept the quote to repair the playground fence at the village hall at a cost of £390+vat'** was seconded by MR and unanimously approved.

g) It was noted the Open Spaces Committee would meet on Monday 19<sup>th</sup> August 2019.

### Finance Committee

h) It was noted the Finance Committee would meet on Monday 28<sup>th</sup> October 2019.

### Working groups:

i) **RATA** – SW reported we have been let down by the local contractor employed sometime ago to install the Rogate signs and planters. He hopes to have found somebody else to do the work this week.

j) Meeting arranged for tomorrow morning.

### Grants & Projects

k) EM noted she would be happy to help the hall apply for grants for the cupboards if the golf nets scheme went ahead.

l) **Standards & policy** – Clerk to arrange meeting

## 10. Drainage Issues/Operation Watershed

SW noted work on St. Peter's Church lane is imminent.

## 11. Neighbourhood Plan

a) SW reported Aecom (the consultants appointed by SDNPA) have completed their Scoping Report including our amendments. The report is a technical document covering air quality, biodiversity, climate change, landscape, historic environment land, water and soil resources, population and community, health and wellbeing and transport.

b) It will go out under Rogate Parish Council's name and be circulated to 3 statutory consultees: Environment Agency, Historic England, and Natural England. The 5-week statutory consultation process commenced on 26 June which will finish on 31 July.

c) The next stage will involve appraising reasonable alternatives for the Rogate and Rake Neighbourhood Plan. This will consider alternative policy approaches for the plan, including alternative spatial strategies. The findings of the appraisal of these alternatives will be fed back to the Rogate and Rake Neighbourhood Plan Steering Group (the Neighbourhood Plan group) so that they might be taken into account when preparing the draft plan.

**12. Rogate & Rake Schools** – MH reported they have agreed to extend their partnership for another year with the aim to formerly federate during the year. Rogate is still awaiting its Ofsted report.

**13. Community Land Trust/START** – MH noted they are looking at 17 sites between the three villages. They are now incorporated with £10,000 funding available through CDC upon application when they receive an invoice. They have another meeting this week.

**14. Youth Club** – it was noted the attendance numbers are low.

## 15. Website –

- a) SW reported the email is now working again.
- b) AC noted that any FOI request could ask for all private emails to be included if Councillors do not have a specific/separate parish council email address.
- c) SW noted the recent objective was to get the website and email working again. Now it is we can look at moving to a new platform in a considered rather than panicked manner and providing emailing addresses for each councillor. Currently the domain name is managed by Fasthosts, the Website by Pagely and email by Rackspace though he has now managed to get all the information to access the accounts but there is no long-term contract.
- d) AC volunteered to look at the options.

## 16. Training

- a) AC noted the session he and ZM attended was very useful with a lot of information about Councillors' responsibilities and liabilities – the slides have been circulated.
- b) Clerk to re-circulate training information.

## 17. Soft sand review – waiting to hear from SDNP.

## 18. New Homes Bonus – previously covered.

## 19. White Horse

MR noted that David Hyland has suggested we should 'Register the White Horse as a community asset' so if anything happens to it we would be informed. This was previously done by the Rogate Community Group but should now be the PC. Clerk to Email David Hyland, CDC.

*Post meeting note: the registration is not specific to the person/group who made it. The White Horse's was registered in March 2017 and will expire in five years. The Parish Council would be notified as well as the group who applied for the registration.*

## 20. Correspondence

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

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

## 22. Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 12<sup>th</sup> August 2019** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 8.50pm.

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