



Parish Councillors in attendance: Chairman Steve Williamson (SW), Ann Arnold (AA), Elizabeth Brown (EB), Fiona Dix (FD), Val Farren (VF), Fred Fosberry (FF), Rita Harrison-Roach (RHR), Max Harwood (MH), Nic Lobbenberg (NL), Sue May (SM) and Elena McCloskey (EM).
There were no members of the public in attendance.

Clerk: Debbie Harknett
Meeting started 7.30pm

Chairman: Steve Williamson
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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:** Paddy Walker (PW), Mairi Rennie (MR) and District/County Councillor Kate O'Kelly (KOK).
 4. **Declarations of interest** – MH/RHR expressed an interest in Rogate School; AA/RHR in the Youth Club.
 5. **Minutes of last meeting:** after changing 13e) 'was one of their proposals' to 'was one of its proposals' the minutes of the meeting held on 12th November 2018 were accepted by the Council as a true record and signed by the Chairman.
 6. **County & District Councillors Reports** – EB read KOK's report:
As West Sussex County Councillor:
 - a) She is on the steering group for the Midhurst frailty hub - project for a hub based at Midhurst Community Hospital with all services (including medics & social care) working as a team. Midhurst & Loxwood GP's leading Vanguard project with aim for community beds and step-up admissions to prevent unwelcome hospital admissions for severe frailty. Public meeting planned for 26 February 2019.
 - b) Budget challenges mean substantial reductions are proposed to housing related support for homeless charities, local assistance network and reduction in minimum income guarantee. There has been a consultation over last couple of months, HASC Committee to scrutinise on 12/12/18 with Cabinet member decision after meeting. Districts and boroughs calling for current funding to be retained until April 2020 to give time to remodel services.
 - c) WSCC are reviewing Velo South and are due to arrange a series of targeted parish meetings. The review is on agenda for Environment, Communities & Fire Select Committee on 14 January – public can to attend and it should be webcast. SW noted that KOK is clear on our concerns and he will re-iterate them to her and ask her to make a representation on our behalf at the meeting.
 - d) Draft master plan for Gatwick Airport to develop and grow into 2030s has been published. WSCC preferred option is to start using the existing standby runway to increase capacity and to retain land outside current footprint as a safeguard for a second runway should be deemed nationally desirable.
 - e) EM asked about grants previously mentioned by KOK and what the Council could apply for – wondering about Chapel Common, swings or any other projects. SW explained the CLT money is not available for Parish Councils but independent groups. EM to look at website, grants and requirements.**As Chichester District Councillor:**
 - f) Christmas events across the district – ice rink at Priory Park, Father Christmas at Novium Museum, free park and ride from Chichester College into city centre, waste and recycling collection dates on website.
 - g) Warm homes initiative scheme for residents on low incomes can contribute towards installation of efficient heating system as well as cavity and loft insulation. Call 01243 521041.
 - h) Local plan review (Chichester district outside SDNPA) consultation now open.
 - i) Economic development – central government has reduced cost of Gigabit scheme for businesses with vouchers now £2,500. The scheme is being rolled out to Midhurst – info from Business West Sussex.
 - j) Retail vacancy rates Chichester 6.8%, Midhurst 3.63%, Petworth 0%.
- Drop in session Rogate Village Shop 11 February 2019 10.30-12.30.

7. Chairman's report –

- a) SW informed the meeting the Clerk has been trying to sort the lease for Hugo Platt Playground for two years which is proving difficult because the land was transferred from CDC to Martlett Homes Ltd. Their solicitor has finally come forward with a draft lease. There are many issues with the lease and it will have to be registered with the Land Registry as it is for a period of 10 years or more. MacDonald Oates has been approached and estimate a cost of £500 plus registration fees of perhaps £200. After discussion, SW's proposal of **resolution 'The Clerk to appoint MacDonald Oates to review and advise on the draft lease of Hugo Platt Playground at a cost of approximately £700 to be paid out of reserves'** was seconded by FD and unanimously approved.
- b) SW and EB attended the SDNPA Parish workshop on 29 November which was about a review of the SDNPA current partnership management plan and ideas for its replacements. Particularly relevant was the desire for a high-quality access and sustainable transport network. Though SDNPA are aware of the rural bus 'problems' they have no funds to subsidise them, only to advertise and promote them.
- c) Linked to this is the 'Miles without Stiles' project for paths suitable or wheelchairs, pushchairs, dog walkers and less-able walkers. Sustainable Community Fund money is available for local projects. MH noted there are some paths that would benefit from this and could be made to a circular route – he will investigate.
- d) The Rother Greenway between Petersfield and Midhurst was mentioned as a desired multi-used trail.
- e) Projects are needed to create inter-connecting wildlife habitats.
- f) Petersfield NP has secured new housing just for local people by limiting it to self-build homes and it defines 'local' as Petersfield and surrounding parishes, including Rogate.
- g) SW noted that following legal advice from SDNPA our neighbourhood plan has not yet been submitted but is expected to go before the end of January. This was met with some disappointment.

8. Finance report:

- a) Monthly finance report to council – none
- b) It was noted that NL would check the bank reconciliation.
- c) SW went through the budget for 2019/2020 which had been circulated prior to the meeting and keeps the total requirement the same as last year. After discussion SW's proposal of **resolution 'to adopt the 2019-2020 budget totally £30,925'** was seconded by AA and unanimously approved. FD noted that additional funds may be required for the buses next year.
- d) SW informed the meeting we have received a grant request from Midhurst Food Bank which is supporting several families in our community. They are a satellite of the Chichester branch of the Trussell Trust. The Clerk explained Section 137 grant gives the council the power to incur expenditure for purposes not otherwise authorised – it must benefit some or all inhabitants, not an individual. AA noted she has put a food collection box in the shop which has been well received. After discussion, SW's proposal of **resolution 'to donate £300 to Midhurst Food bank as a S137 payment'** was seconded by EB and unanimously approved.

Receipts and payments approved:

Receipts:		
Chichester District Council	Community Land Trust membership grant	£49.00
Payments:		
Rogate & Terwick Village Hall	Hall hire	£84.00
Elizabeth Brown	Website cost re-imburement	£27.34
Clerk/RFO	Salary/PAYE	Undisclosed
Debbie Harknett	Cost of hi-vis jackets for Rake Speedwatch	£175.02
Playsafe Playgrounds	New swing at Hugo Platt	£6,172.80
Mairi Rennie	CLT Membership	£48.00
Little Angels	Grant	£250.00
Debbie Harknett	Clerks expenses	£181.46
Rogate & Terwick Village Hall	Playground lease & mowing costs for year	£200.00
Society of Local Council Clerks	Membership	£136.00
Information Commissioner	Data protection registration annual fee	£40.00

9. Committee and Working Party Reports:

Planning

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

- b) EB noted we have received notice of a planning appeal for Laundry Cottage, Dangstein. The planning committee have agreed their previous comments stand and will be re-submitted emphasising the importance of the tranquillity of the area. If appropriate, she will attend the appeal hearing.
- c) SW noted he, EB and MR met at Liss PC's request to discuss proposals for developments in Rake near the Flying Bull pub/land at Rakelands. Liss PC had expected us or them to receive more information from the developer but none has been received. It was agreed it was a very useful meeting and we would stay in contact should anything further develop.

Open Spaces

- d) The minutes of the Open Spaces Committee meeting on 24 September 2018 were received.
- e) It was noted that the Open Spaces Committee would meet on 28th January 2019 at 7.30pm.
- f) MH noted Kevin Dewitt, WSCC Access Ranger has informed us they are currently undertaking an inspection of the public rights of way in the parish; the committee have passed some concerns to him.
- g) The bus shelters are due to start being replaced in December but there will be a delay as Darren (WSCC volunteer) has to have an operation and will need recovery time.
- h) EB noted she has spoken to the owner of the house adjacent to the village bus shelter as the Clerk has clarified the ownership of the land it stands on and it was agreed the replacement will be the same size.

Finance Committee

- i) The minutes of the Finance Committee meeting of 15th October 2018 were received.
- j) It was noted that the finance committee would meet on Monday 25th February 2019.

RATA

- k) SW informed the meeting the Rake and Hillbrow Speedwatch group have been busy and have reported 30 vehicles over several sessions with one person doing 79mph in the 40mph zone. They pass the vehicle details onto the police who write to the drivers.
- l) FD noted with regret her email seeking help to establish a similar scheme in Rogate was not well met as they felt the scheme in Selbourne had been ineffective. Therefore, with no response from the R&T either, it would not be viable as about 12 people would be required. RHR noted she and a neighbour were prepared to help.
- m) SW noted it could be reconsidered if the Rake scheme is a success.
- n) FD agreed RATA to look at vehicle activated speed signs.
- o) SW informed the meeting that it appears the highway engineer's policy on speeding in villages reflects the speed just below the mean speed of traffic. Therefore, in a 40mph it is likely to be above 40mph. It appears this may be able to be challenged in a village if it has the support of the local County Councillors.
- p) SW noted RATA have received a request to help fund a new sign for the village hall (the same deer design as those going into the planters and at the church). After discussion, it was agreed the council did not feel appropriate to support but would offer the use of the template.

Drainage issues/Operation Watershed

- q) EB noted problems at Sandhill Farm where it must be silted up again.
- r) FF reported problems with sand run-off from the field at the bottom of Haben Hill all the way to the bridge. Clerk will report to highways when she has exact location.

Buses

- s) KOK's report explained the threat to reductions in bus routes across the county remains. Local NW group met on 27 Nov and agreed to explore a parish contribution but it will take time to build a partnership so they are aiming for April 2020. WSCC scrutiny committee discussed subsidies on 6 December. She has submitted a motion calling for retention of services and for WSCC to take more time to explore options. Cabinet member to make decision at end of December. Next local group meeting 12 March at Compton.
- t) EB offered to help with publicity and said the absence of a bus service affects the affluence of a village.
- u) MH noted the 91/92/93 route was hardly discussed at the NW group as its used for school transport so probably won't be cut. The 54 that runs across the downs is most vulnerable.
- v) Compton have completed a user survey and Westbourne are very active as they are very isolated along the route.
- w) New bus stops are being installed where the South Downs way crosses the road near Uppark and at Durleighmarsh. SDNP will promote and it was hoped that tourist initiatives can help the service.

10. Rogate & Rake Schools

- a) RHR informed the meeting the collaboration between the schools is working well and benefiting both schools. Rogate is getting more positive feedback from parents.

11. Community Land Trust

- a) On behalf of MR, AA informed the meeting the group will incorporate when they next meet as the terms of reference have now been agreed.
- b) The search for sites is being delayed by the NP not being submitted.
- c) EB noted the Trust is working with Stedham, Trotton and Rogate.

12. Youth Club

- a) RHR noted there is some concern that members numbers are down but hopefully they will increase in the spring. FD asked for the Council to be informed if there is anything we can do to help.

13. Dark Skies

- a) On behalf of MR, AA explained SDNP have a scheme whereby there is a potential for a village to become a dark skies community. She is happy to work with a team in the new year.
- b) SW noted Dan Oakley, SDNP explained it is voluntary to comply with residential dark skies and all parishes can do is drop a leaflet through a letterbox if a property raises concern. Dan is preparing an article which we will include in the R&T in due course.

14. South Downs National Park community infrastructure levy – EM to look at this and other grants.

15. Correspondence

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.
- c) SW noted we have received a request for documents in relation to the forest school request we are considering for Fyning Recreation ground.

16. Information for the Council (for noting or inclusion on a future Agenda) None.

17. Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 14th January 2019** at 7.30pm at Rogate Village Hall Pavilion.

- SW did a poll to see if there were any preferred days of the week - Monday, Tuesday or Wednesday appeared to be the favourites. He will investigate hall use and discuss further.

There being no further business the meeting closed at 9.35pm.

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