



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

Clerk: Debbie Harknett. There were no members of the public in attendance. 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>
<a href="http://www.rogateparishcouncil.gov.uk">www.rogateparishcouncil.gov.uk</a>		

1. **Recording of the meeting** – none.
2. **Apologies for absence were received and accepted from:** Clare Jardine Paterson and Kate O’Kelly.
3. **Declarations of interest** – MH in Rogate School; SW in Rake Village Hall
4. **Minutes of last meeting:** the minutes of the meeting held on 14<sup>th</sup> October 2019 were accepted by the Council as a true record and signed by the Chairman.
5. **Representations from the Public** – none
6. **County & District Councillor reports** – KOK’s report had been circulated prior to the meeting:  
As County Councillor:
  - a) WSCC are considering no longer funding senior rail cards – consultation at <https://haveyoursay.westsussex.gov.uk/highways-and-transport/concessionaryrail/>
  - b) The early 54 bus (07.34 service from Harting to Chichester) has a 8k funding gap. She is liaising with the bus team to find a solution; a group of college students rely on this Monday to Friday service.
  - c) County microfund grants up to £750 are available (easier application than larger grants and PCs not excluded); so far this year there have been no applications from North Chichester area. Next allocation meeting in March <https://www.westsussex.gov.uk/leisure-recreation-and-community/grants-and-funding/funding-for-voluntary-and-community-organisations/community-initiative-fund/#micro-fund>
 As District Councillor:
  - d) WSCC have successfully bid from public health England for more support for rough sleepers. A new service provided by Stonepillow (which includes Chichester) will start in February – new nurse navigators will provide treatment and care on the street for people with mental health and substance misuse issues.
  - e) CDC have launched their ‘Countdown to Christmas’ campaign aimed at promoting the High Street and local businesses.
  - f) Southern gateway is at final submission stage with 2 developers; decision to due on 3<sup>rd</sup> December.
  - g) CDC are consulting, which is a formality, about making Rumbolds Hill in Midhurst an air quality management area. Once formalised an action plan will be made to find solutions.
7. **Finance report**
  - a) SW reported following last week’s finance meeting which reviewed the 2019-20 expenditure to date and to expected to year-end. Majority of items are within budget but there are overspends on the website £850; equipment purchase for the new bus shelters £350; £2,352 shortfall on operation watershed. These amounts will come from reserves which were running too high. There is likely to be an underspend on the youth worker though we are expecting an invoice.
  - b) Burial grants – from the £2,800 budgeted it was agreed to give Rogate PCC £1,700 (as they had more burials/fees during the last year) and Terwick PCC £1,100. Additional information about the maintenance costs has been requested to help establish next year’s budget.
  - c) The committee had considered a grant request from Neil Ryder, Chairman of Rogate School Governors - having recently achieved a good Ofsted report they want to tell people and increase the number of local children attending the school and therefore make its future more viable. The finance committee considered the school to be a vital part of a sustainable village and recommend a £1,000 S137 grant

to purchase banners, photographer, video, brochure etc. The S137 rules permit a grant for spending on publicity if it is incidental to the aim of the grant which this is.

- After much discussion the Council supported the grant.
- d) Rake Village Hall returned a £2,000 previously awarded grant to replace the floor as having carried out repair work and insulation its replacement no longer seems necessary.
- e) The committee considered an urgent grant request from Rake Village hall for an outdoor storage container that is required because they currently use the garage of somebody who is moving. The committee recommend the purchase at a cost of £1,750.00.
  - After much discussion, FD's proposal of **resolution 'Rake Village Hall should apply for grants and investigate alternative funding sources before we can decide how much to contribute'**. was seconded by AA with 7 councillors in favour; 2 abstentions; 1 against and SW not participating.
- f) The committee recommended the total for next year's budget be kept at £30,925.
  - SW explained that we have ample reserves (ideally, they should be equivalent to a years precept but ours are currently approximately £50,000) and these would cover any additional or unexpected costs. After discussion SW's his proposal of **resolution 'to agree the budget for 2020-22 should remain about £30,925 assuming no contribution is made towards local bus subsidies'** was seconded by GM and passed with 1 abstention and the rest in favour.
- g) The finance committee approved their terms of reference for another year.
- h) It was noted that FD would check the bank reconciliation.

Receipts and payments approved:

<b>Receipts noted:</b>		
HSBC	Bank interest	£1.19
HMRC	VAT refund	£594.79
Rake Village Hall	Repayment unused floor replacement grant	£2,000.00
<b>Payments approved:</b>		
Rogate Village Hall	Hall Hire	£21.00
Elizabeth Brown	Website cost re-imburement	£28.53
Clerk/RFO	Salary/PAYE	Undisclosed
Petersfield CAB	Donation	£300.00
Rogate PCC	Burial grounds grant	£1,700.00
Terwick PCC	Burial grounds grant	£1,100.00
ICO	Data protection registration fee	£40.00
Rogate School	Grant to help increase pupil numbers	£1,000.00
Rogate Village Hall	Playground lease & grass cutting	£130.00

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

- a) WSCC's proposed reorganisation of rural and small schools in West Sussex - the Parish Council has not been formally notified or invited to take part in the consultation which closes on 25 November. The reorganisation is to identify schools for closure; those at risk have pupil numbers below 150 and include Stedham and Compton & Up Marden primaries. Rogate and Rake Primary Schools are not directly identified in this consultation but maybe impacted either positively or negatively by any resultant decision.
- b) This consultation exercise is less than 2 years after the one to double the size of Easebourne school – which was opposed due to a lack of information and justification. This consultation exercise also fails to be supported by sufficient and accurate information and was launched just before the end of the summer term. Public meetings have been held at some of the affected schools.
- c) Neil Ryder had been kind enough to share comments from Trotton PC as he has a lot of background information but some detail wasn't relevant to Rogate.
- d) MH noted that the federation between Rogate & Rake is being showcased by WSCC as together the schools meet the 150 pupil criteria.
- e) There was much discussion and support for the schools – often parents from outside the direct catchment area choose these schools precisely because they are small and not overwhelming for children.
- f) After discussion, SW's proposal of **resolution 'to respond to schools consulation - Rogate Parish Council considers that a primary school is one of the essential pre-requisites of a sustainable village community and will oppose any moves that jeopardise the viability of Rogate and Rake**

**Primary schools.** In addition, for the same reasons, we support the continued viability of **Stedham and Compton & Up Marden Primary Schools'** was seconded by FD and unanimously approved.

- g) Councillors were reminded they can also respond as individuals.

## 9. Committee and Working Party Reports:

### Planning Committee

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

### Open Spaces (OSC)

- b) It was noted the Open Spaces Committee would meet on Monday 25 November 2019.

### Finance Committee

- c) The minutes of the Finance Committee meeting on 29<sup>th</sup> July 2019 were received.  
d) It was noted the Finance Committee would meet on 6<sup>th</sup> January 2020.

### Working groups:

- e) **RATA** (including Rake & Hillbrow traffic project and CANS communities against speed)  
AC reported the Rake & Hillbrow traffic project has received an initial positive response from WSCC, with the proposal scoring above 40 points. It has yet to be considered against some remaining applicants and WSCC have to decide what budget they have for these schemes.  
f) The scheme information including traffic calming measures, reduction in speed limit, pedestrian crossing and junction redesigns in on the website.  
g) AA noted she has been asked about speed calming cameras for the village. AC explained if their plan is successful, they will get a 'speed indicator sign' which is mobile so can be used in both Rogate and Rake as they are more successful if they are moved around.

## Grants & Projects

- h) EM reported she had been copied into an email from the Chairman of the Hall Committee who are wanting to look at increasing the use of the recreation ground for parishioners. She passed around photos of outdoor gym equipment which come in bundles ranging from £3k-£10k – the council particularly liked the idea of the family bundle. She has researched some grants (including Biffa) and spoken to suppliers and a company that can apply for grants on your behalf. She requested the Chairman ask the hall committee to include this item on their AGM agenda for discussion next week.  
i) AA took photos to pass to the committee.  
j) AC reported the survey has received 18 replies through survey monkey and a few paper copies in the shop. Unfortunately, most responses are from Rake postcodes as there hasn't been the publicity within Rogate village and he needed help with this. After discussion, it was agreed to re-issue the survey in the new year with links to pictures and maybe a window display in the shop.  
k) GM added the parking working party are meeting on Saturday.

VF left with thanks.

## Standards & policy

- l) Privacy policy in relation to the website had previously been circulated. SW's proposal of **resolution 'to adopt the privacy policy'** was seconded by AA and unanimously approved.  
m) The Clerk has circulated draft co-option procedures and application form to policy group for comments. CB offered to look at the people policies.

## 10. Drainage Issues/Operation Watershed - none

## 11. Neighbourhood Plan

- a) SW noted he has received the Sustainability Appraisal from the consultants Aecom. SDNPA have yet to review the 86-page report but they indicate that it does not include any major issues.  
b) SDNPA workshop Tuesday 19 November in South Downs Centre, Midhurst; he is unable to attend.  
c) MR expressed concern that the plan is not yet in place, especially as there is currently an pre-planning application for a large development at Clayton Court.

## 12. Rogate & Rake Schools – discussed under chairman's report and finance.

### 13. START - Community Benefit Society

MR reported they have a list of sites agreed with the SDNP they will investigate further. Unfortunately, it appears the society is unlikely to get support to manage a pub.

14. **Youth Club** – AA noted four new children have joined and the group is being run by volunteers.

### 15. Buses

- a) SW reminded members of the request from WSCC inviting us to contribute £2,207 annually towards the £8,000 cost of the 07.34 bus from Harting-Chichester (which links with the Rogate-Midhurst bus allowing transport to Chichester from the village). WSCC said the bus will be withdrawn if there isn't financial support from the parishes along the route – Rogate, Harting, Compton, Funtington and Stoughton – which will be split according to their population; Rogate has been asked to pay 27.5% which would result in a 7.2 increase in our precept. No contributions have been requested from Chichester District or Town Councils or Chichester College.
- b) The political issue is whether it is right for council taxpayers to pay the PC for something they are already paying WSCC to do.
- c) The legal issue for the PC is whether it is lawful for us to provide parish precept money to support a function that is not our responsibility, especially when that responsibility rides with another precept generating local authority.
- d) He has sought advice from many quarters and the position is not yet fully resolved. In 2012 councils were given additional powers, with conditions, the 'General Power of Competence' which meant they could do what any reasonable individual could lawfully do. However, we do not fulfil all the conditions and so we cannot use that power. It may be possible to use Section 137 of LGA 1972 that we have used elsewhere but it is not certain.
- e) SW proposed postponing the decision until the December meeting when we have to agree the budget. In the meantime, to pursue the legal question; open dialogue with CDC, CTC and Chichester College and liaise with other parishes to find out their views and actions.
- f) All councillors should make sure they are well briefed to decide the issue at our December meeting.
- g) After discussion it was agreed to try to raise awareness of the issue and publicity when we have all the information. FD to talk to Chichester College and SW to other parishes.
- h) MH read draft minutes from Harting PC meeting where they voted against providing financial support.

16. **Soft sand review** – FD noted we need to keep aware of this and be ready to respond.

### 17. Winter plan

- a) MH and SW explained the primary routes (main A272 and B2070) are gritted and snowploughed by WSCC. They also grit some of the lesser roads.
- b) If WSCC issue 'winter trigger' they will pay £35 per hour to parishes for additional clearance/gritting work. We currently have an agreement with ACS Ltd, but their prices have increased to £85ph for the first hour and £45ph thereafter. If the Parish Council wish to keep the arrangement with them, we will need to fund the shortfall.
- c) After discussion, while there was support for keeping the service it was agreed to get more clarity of the routes and discuss in December.

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

There being no further business the meeting closed at 9.30pm.