



Councillors in attendance: Chairman: Steve Williamson (SW), Elizabeth Brown (EB), Adrian Collins (AC), Max Harwood (MH) and Gerard McCloskey (GM).  
Clerk: Debbie Harknett.  
There were no members of the public in attendance. Meeting started at 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) **Apologies for absence** - none.
- 3) **Declarations of interest** – MH in school, SW in Rake Village Hall, AC in traffic group, Clerk in Rogate/Terwick churches.
- 4) **Minutes of last meeting** – The minutes of the meeting held on Monday 29<sup>th</sup> July 2019 were approved and signed as a true record.
- 5) **Representations from the public** - none.
- 6) **Chairman's report** – none
- 7) **Review of budget/expenditure 2019/20**
  - a) The Chairman went through expenditure year-to-date and what was expected to year end. Most items are within budget, but there were some anticipated costs to be met from reserves.
  - b) Operation Watershed had reserves of £4,999 with the remaining £2,352 having been met from general reserves.
  - c) The website has been moved to a new provider to meet new regulations and provide a better and more reliable service. Additional costs of approximately £850 to be taken from reserves.
  - d) Equipment purchased will use approximately £3,000 from reserves which includes a grant of £2,750 received from SDNP last year for the village bus shelter.
  - e) Grant money paid included £3,022 held over in reserves from last year for Rake playground project.
  - f) We are waiting on an invoice for the youth club leader but as they are now without a leader the annual cost will be less than budgeted.
- 8) **Discretionary funding**
  - a) There is £2,800 in the grants budget for Rogate & Terwick PCC's towards burial ground maintenance; SW reminded the meeting that if the church fails the responsibility to look after these falls to the PC. After much discussion, as Rogate had more burials/income than the previous year and Terwick less, SW's proposal of **resolution 'to award burials grants to Rogate PCC of £1,700 and Terwick PCC £1,100'** was seconded by GM and unanimously approved.
  - b) It was agreed more information as to expenditure (frequency of grass cutting, price per cut, other expenses etc) is required when considering next year's grant along with more detailed churchyard accounts so the PC can consider if the maintenance could be carried out more cost effectively.
  - c) SW informed the meeting Neil Ryder, Chairman of Governors Rogate School, has requested funding of £1,000 to help increase pupil numbers at the school. Having just received a good Ofsted report they wish to promote the school so the money would be used to purchase banners, photographer for website and brochures, video and a colour supplement in the local paper. The school have been successful in getting grants for specific items (including computer equipment) but it is difficult to obtain one for this kind of expenditure though an increase in numbers will help protect the future of the school.

- d) School funding comes from central government (via the county council) and a grant from the PC would not be double taxation in any respect.
- e) The Clerk suggested any award would be classed as an S137 payment and there is a clause about incurring expenditure on publicity unless it is 'incidental to achieving the main purpose for which assistance is given' – it was agreed that the aim is to increase the number of local children attending the school.
- f) The importance of the local schools in the community was unanimously agreed; especially at a time when 5 small schools in the county are under threat of closure.
- g) SW noted that Rake Village Hall was awarded £2,000 in 2018 towards the cost of replacing their floor. However, having carried out repairs and insulation the shrinkage problems did not arise last winter or this autumn so they will be repaying the grant money to the PC.
- h) SW's proposal of **resolution 'to award £1,000 to Rogate C of E School to help increase pupil numbers'** was seconded by GM and unanimously approved.
- i) SW requested a grant on behalf of Rake Village Hall who need an outside storage shed for the mower, chairs etc (they are currently stored in somebody's garage but they are moving). After SW's withdrawal from the discussion, AC's proposal of **resolution 'to purchase an outside storage shed at a cost of £1,750 for Rake Village Hall'** was seconded by MH and unanimously approved.

#### 9) Review of Finance Committee Terms of Reference

These having been previously circulated and no questions raised SW's proposal of **resolution 'to accept the finance committee terms of reference'** was seconded by EB and unanimously approved.

#### 10) Draft Budget for 2020/21

- a) SW explained the budget timeline – final precept figure has to be given to CDC early January so we have to agree budget detail at our December meeting. Following this finance meeting a total figure would be put to the November meeting for agreement. When CDC have published the tax base we can calculate how much it will cost each band D property. While there have been caps on district/county councils over the last 9/10 years this hasn't included PC's.
- b) SW reminded the meeting of WSCC's request for a bus subsidy to keep the early morning 54 bus from Harting-Chichester. He has asked the question if the PC can raise money through the precept for something that is not our responsibility. He is waiting for a further response from Gillian Keegan MP, hasn't heard from WSCC and has now contacted CDC legal person for advice on our limitations. Currently there is not enough information to be able to make a decision.
- c) AC asked about the PC aims over the next few years – he saw a PC 'storyboard' at a recent training event which showed their mid-term and long-term goals. The Rake/Hillbrow speed campaign has received a good response from Chris Dye, WSCC and may require some PC funding.
- d) MH suggested a specific meeting for brainstorming future ideas and plans.
- e) EB reminded the meeting that a lot has been achieved in the last ten years; previously nothing much had been spent on the village for a number of years.

EB left with thanks.

- f) After discussion, SW's proposal of **resolution 'to keep the budget total at £30,925'** was seconded by GM and unanimously approved.
- g) Full council to be asked for budget ideas.

**11) Date of next meeting** - The next Finance Committee Meeting was scheduled to be held at 7.30pm on Monday 6<sup>th</sup> January 2020 in Rogate Village Hall Pavilion.

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

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Chairman

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Date