



Parish Councillors in attendance: Chairman Steve Williamson (SW), Elizabeth Brown (EB), Carolyn Butler (CB), Adrian Collins (AC), Val Farren (VF) Max Harwood (MH), Clare Jardine Paterson (CJP), 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

Chairman: Steve Williamson steve@thestepsrake.co.uk	Vice-Chairman: Elizabeth Brown rakehanger3@gmail.com	Clerk: Debbie Harknett clerk@rogateparishcouncil.gov.uk
www.rogateparishcouncil.gov.uk		

- 1) **Recording of the meeting** – none.
- 2) **Apologies for absence were received and accepted from:** Ann Arnold (AA), Fiona Dix (FD) & County/District Councillor Kate O’Kelly.
- 3) **Declarations of interest** – MR in Rogate Village Hall.
- 4) **Minutes of last meeting:** after amending 12a) ‘will be’ to ‘are likely to be’ the minutes of the meeting held on 9th December 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) Commissioners report on children’s services has been published and is very critical of failings in children’s services but also the wider council, particularly leadership & senior management.
 - b) Council have agreed to appoint East Sussex as an improvement partner authority with Becky Shaw the CEO of East Sussex to jointly lead both councils. East Sussex have excellent children’s services.
 - c) Future of small schools – Officers have recommended the Select Committee consult on closure of Stedham unless a detailed federation plan is presented that satisfies the Education Dept. She will attend and speak at 9 Jan Select committee meeting to discuss proposals. Cabinet decision to follow.
 - d) WSCC & SDNPA are asking for views on a revised soft sand strategy for the joint minerals local plan. A new quarry (Ham Farm near Steyning), outside the NP is proposed for allocation as well as two extensions to existing quarries within the SDNP at Chantry Lane (near Storrington) and West Heath (near Rogate). Representations by 2 March 2020.
 - e) Winter maintenance plan to reduce salting from 41% to 28% of the network has been reversed.
 - As District Councillor:
 - f) New Climate Officer appointment to be made and commitment to lower district wide CO2 emissions by 10% per year until 2025 with more ambitious targets after this.
 - g) Midhurst Air Quality Management area has formally been confirmed at Rumbolds Hill. An air quality action plan will follow with CDC working with WSCC, Midhurst Vision, Town Council & other groups.
 - h) Business enabling grant scheme will reopen in Jan 2020.

Next drop session at Rogate Shop on 27th January from 10.30-12.30.
- 7) **Chairman’s report** -
 - a) SW has received two emails about traffic speed in the village. One regarding extending the 30mph limit on A272 through Rogate to include the section from Renault Garage to beyond Fyning Lane junction which is currently 40mph. We have responded explaining this was requested as part of the Rogate scheme but WSCC Highways refused the application. We were also asked about widening the footpath between Garbitts Lane and the Renault garage and we have reported on ‘lovesussex’.
 - b) MH noted he has been asked numerous times why the scheme didn’t extend to Fyning Lane where traffic is travelling too fast and it can be dangerous exiting from the lane.
 - c) AC explained WSCC has a clear policy for setting speed limits which indicates the circumstances for reducing them are very restricted. These include a record of any serious accidents within the previous 5 years and that the speed of the prevailing traffic shows 85% of drivers travel at a speed within 10% of the proposed reduced speed limit. WSCC policy includes a provision to reduce speed limits within

villages with a current speed limit of 40mph to 30mph, especially in the proximity of a school. Rogate school is within the village 30mph zone so other policy considerations would need to apply in order to reduce the speed limit in the 40mph zone. The Chairman added an extension of the 30mph zone eastwards in Rogate was proposed but not accepted in the WSCC highways project implemented in 2018. It was also noted that Sussex Police is on record as not supporting WSCC policy of reducing village speed limits from 40mph to 30mph in the absence of other factors to determine speed limits.

- d) The second email was regards lowering the derestricted section of Haben Hill outside Sandhill House to 40 or 30 mph as the road is narrow and there have been a couple of near-miss accidents. This has been reported on 'lovesussex'.
- e) Councillors encouraged to ask Parishioners to complain to WSCC Highways or bring to Kate O'Kelly's attention– we can add our weight to a complaint but can't do anything.
- f) A resident has been in touch about the proposed registration of the footpath between the village recreation ground and pub as nobody appears to have consulted the residents and a recent spate of burglaries has highlighted their concerns. It was agreed affected residents will be contacted when the exact route has been determined.
- g) Scottish and Southern Electricity networks will be laying a main electricity cable between Fernhurst and Petersfield (15km) going through Milland, Hillbrow and affecting the B2070. Work will start in February and take 19 months with separate road closures and traffic management plans.
- h) The Chairman reminded members he will be resigning as chair in April and EB has decided she will resign as a Councillor. Therefore, it will be necessary to choose a new Chairman and Vice-Chairman at the Annual Parish Council meeting in May.

8) Finance report

- a) GM noted expenditure to date is mainly in line with this year's budget.
- b) It was noted that AC would check the bank reconciliation.

Receipts and payments approved:

Receipts noted:		
HSBC	Bank interest	£18.88
Payments approved:		
Rogate Village Hall	Hall hire	£21.00
Clerk/RFO	Salary/PAYE	Undisclosed

Matters for discussion:

9) Downhill site & other Parish activities/events

- a) SW reported we have received emails concerning parking at the Downhill site as there is an increase in the volume of people using the site. CDC have confirmed planning permission is not required for the activity – the operation is within permitted development and the remit of use of Forestry Commission land for recreation.
- b) Some days nearly 100 cars have been attending the site and parking is causing a danger to other road users as well as the youngsters cycling up/down the hill to access the site and mud is being pulled from the verges onto the road. The lack of facilities was also noted.
- c) Previously reported to WSCC Highways who responded about yellow lines, verge markers, hardening verge and engaging with the PC – not useful. If there is an obstruction it is a Police matter.
- d) The Clerk has been in contact with Milland PC (who have also received complaints), a member of Stedham PC, police, and highways without a lot of success. However, Chichester Safety Advisory Group are proving to be helpful.
- e) It was agreed that a combined meeting be arranged with organisers, Forestry commission, Milland PC and ourselves.
- f) There was a lot of discussion, it was agreed the facility is excellent and some users try to be responsible, but it is a narrow country road and whereas parking only used to be an issue at large events it is now occurring every weekend.
- g) There have also been concerns about traffic problems during the 'pumpkin patch' which resulted in tailbacks through the village when 7000 vehicles attended one day.
- h) It was noted that Highways issue temporary traffic orders for some events and that traffic is well managed (with marshals) at the village fete.
- i) GM suggested having an agreed code of conduct for events in the parish to provide guidance to organisers. Agreed to ask Highways/Police for advice to establish some event guidance.

10) Soft sand review

- a) The council agreed with MR's comments which had been circulated prior to the meeting.
- b) Also, to consider the visual impact of any scar as it wouldn't be shielded by trees, possible flooding, pollution, noise and dust from the conveyor belt extraction, potential damage to Dumford and Trotton bridges – ask for a vibration test or structural survey. Liaising with Harting PC would be useful.
- c) CB to request the Cemex 'instruction letter' to see what information can be gleaned.
- d) SW to draft response in required format using MR's notes for approval at February meeting as deadline for responses is March 2nd. It was noted individuals should be encouraged to respond.

11) Climate change

GM noted the next local meeting on Saturday - for now the group are called 'No planet B'. He will circulate ideas from the last meeting. He is to investigate transport and noted cheaper electric vehicles are becoming available. Interested to find out about CDC Climate Officer and what other parishes are doing.

Committee reports:

12) Planning Committee

- a) The minutes of the Planning Committee meeting on 9th December 2019 were received.
- b) It was noted that ZM is the new planning committee Chairman with AA as vice-chairman.

13) Open Spaces (OSC)

- a) It was noted the Open Spaces Committee would meet on Monday 27th January 2020.
- b) SW reported the lease for Hugo Platt playground between Martlett and RPC is finally complete after three years; the Clerk noted solicitor fees were paid in March 2019.
- c) AC has looked at bus shelter designs and circulated some photos. It was agreed a wooden shelter is in-keeping with the rural setting, ideally in an open design with a bench and noticeboard. He, MH and Clerk are meeting with Darren Rolfe, WSCC Community Volunteer leader on 30th January to discuss the project. AC volunteered to become a shelter monitor and put up any parish notices.
- d) The Clerk had contacted WSCC for permission for the shelter and grit bin. They have put up notices giving the public 28 days to object. When she discussed the shelter with WSCC they were unsure if any further permission will be required for it to be sited on their land.
- e) MH noted the grit bin notice is incorrectly positioned; they will move it.
- f) CB and ZM have obtained prices for the new bus shelter bin and, after discussion, CB's proposal of **resolution 'to purchase a waste bin for the post by the village bus shelter, remove old one and make good at a cost of £319+vat'** was seconded by AC and unanimously approved.

14) Finance Committee - It was noted the Finance Committee would meet on 2nd March 2020.

Working group reports:

15) RATA (including Rake & Hillbrow Community Highways Scheme)

- a) SW noted the school entrance markings have been erased at the contractors' cost and are less visible.
- b) AC reported the Rake & Hillbrow Community Highways Scheme has been accepted by WSCC. Though timescales are uncertain but it's hoped the design/plan will be completed in the coming financial year (2020/21) with the work in the following financial year. Other projects failed because of a lack of community support; part of their project involves community funding for the speed indicator signs, Rake and Hillbrow entrance gateways, planting etc.
- c) EM had circulated information and costs for speed indicator devices and distributed an additional quote & information. Estimated cost for one radar unit and two battery packs (to allow for off-site re-charging) is just under £2,000 and the company she has been talking to recently sold the same equipment to Harting PC. An alternative is solar powered panels with fixed brackets allowing the radar to be moved from place to place. She explained permission for siting them is required from WSCC and therefore suggested we contact them to get a better understanding of their rules.
- d) AC has discussed these with Chris Dye, WSCC Highways while planning the Rake & Hillbrow scheme - radar can only be installed in 30 or 40mph zones and not where police operate speed cameras. Lampposts are ideal locations as, with permission, you can tap into the power but there are none in Rogate village. As Chris has already offered to help him it was agreed AC to contact him to look at suitable locations in Rogate village. RATA to investigate further.

16) Grants & Projects

- a) EM thanked the chairman for obtaining written agreement from the Hall management committee & trustees to enable us to look at helping them obtain grants for insulation & sound-proofing and for an outdoor gym, subject to agreement between the PC and Trustees over the site, costings and lease (similar to the children's playground) and future maintenance being the responsibility of the PC.
- b) EM to take the outdoor gym project to the next stage, talk to suppliers, arrange site visits and obtain designs/quotes for further discussion.
- c) AC reminded the meeting of the Recreation Facilities Survey – so far there have been 17 responses through survey monkey, mainly from Rake (as it was promoted there) the results supported a 'trim-trail' in the woods. Should the survey be closed or pushed to get additional responses from Rogate?
- d) After a lot of discussion, ideas of asking a single question, and noting support for a gym would be required for any grant application it was agreed to continue with the survey previously agreed and push in Rogate Village – EB to ask the R&T to help.

17) Standards & policy - Modern Slavery & Vulnerable adults' policies (previously circulated) acceptance was proposed by SW and unanimously approved.

18) Neighbourhood Plan

- a) SW thanked MR for going through the AECOM SEA (strategic environmental assessment). Whilst detailed in many areas, they have not used the correct area for the Rake development site and consequently made erroneous assumptions regarding the soil quality and over-stated the number/type of trees affected by development. These have impacted on the classifications used in the assessment.
- b) There is no management plan for Rogate Conservation Area but, as the planning authority, this is the responsibility of the SDNPA.
- c) There is a further consultation process, but it is hoped it will get to referendum in June.

19) Drainage Issues/Operation Watershed –

- a) SW noted a lot of complaints about Sandhill Farm flooding; he has made an operation watershed application as recommended by WSCC's contractor. However, WSCC have questioned the lack of community involvement to which he explained it is a highly specialised project that is highways responsibility.
- b) The Clerk reminded Councillors to report all issues on 'lovesussex' as the more reports the more likely WSCC Highways are to act.

Village organisation updates:

20) Rogate and Rake Schools – MH noted they seem to be doing ok.

21) START - Community Benefit Society – MR reported they are going around in circles with planners and landowners. NP competition may help by closing the option of being able to build on agricultural land.

22) Youth Club – none.

General:

23) Correspondence

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file
- c) Clerk noted All Parishes meeting on 10 February – clashes with our next PC meeting.

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

25) Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 10th February 2020** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 9.25pm.