



Parish Councillors in attendance: Chairman Steve Williamson (SW), 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

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) and County/District Councillor Kate O’Kelly (KOK).
- 3) **Declarations of interest** – none.
- 4) **Minutes of last meeting:** the minutes of the meeting held on 13th January 2020 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** – SW read KOK’s report:
As County Councillor:
 - a) Stedham Primary school’s threat of closure has been cancelled to allow governors space to develop their federation. Children’s select committee will scrutinize the small schools’ proposals process to understand, reflect and inform future decisions.
 - b) Recent member day on corporate parenting highlighted the challenges and responsibilities of looking after children in care – West Sussex currently have 781 children in care.
 - c) Health & Adult Social Care committee scrutinized new proposals for adult social care. Having been in an ‘improvement program’ for 18 months they need a larger change. Discussion about how social workers make decisions with and for those that need care. The team advising the council have worked successfully with other councils are hoping to help support people in their wishes to stay at home with appropriate support – KOK made point this can only succeed if community support services are readily available; hopefully Midhurst facility hub will contribute.
 - d) Budget debate on 14 Feb - significant challenges with increasing children & adult service overspends.
 - e) Household waste recycling sites local issue with residents just inside WS needing to pay to use Petersfield site in Hampshire. She will raise this issue – having longer to travel to recycle is not in keeping with climate emergency and also increases the risk of fly tipping.As District Councillor:
 - f) Proposal to change structure for community forums to be discussed at All Parishes meeting tonight. Will consider combining the North West Forum with WSCC County Local Committee so one District/County committee can look at issues across north of district – ideally with SDNPA as well.
 - g) Full council meeting debated divestment fossil fuels and increased lobbying for community energy projects. She has called for increased co-ordination between authorities and a country wide strategy.
 - h) Petition for evening meetings has started.
 - i) Midhurst vision consultation is open www.midhurstvision.org
Next drop session Grange, Midhurst 13 Feb; White Hart, Harting 5 March – both 10.00-12.30.
 - j) FD noted Stedham are hoping to federate with Harting and suggested people concerned about changes in waste site access report on ‘lovesussex’. SW noted WSCC have access agreements with Surrey and Hampshire with Billingshurst so it should be possible to have agreement between WSCC and Hampshire.
- 7) **Chairman’s report** -
 - a) SW reported Sue Lawrie, our representative to the George Street Trust charity, has resigned before the end of her term (December 2021) as she is moving out of the area. The trust has suggested

Stephanie Garwood, Headteacher of Rogate Primary School as a replacement. After discussion, and some concern over a potential conflict of interest as the trust has helped the schools, SW's proposal of **resolution 'to appoint Stephanie Garwood to George Street Trust subject to the avoidance of any conflicts of interest with the two schools'** was seconded by MR and unanimously approved.

- b) SW noted that Clare Jardine Paterson has resigned; the Clerk has started the process of filling the vacancy and today CDC confirmed there has been no call for an election so the co-option process can begin. It was agreed to put an initial closing date of 2 March so any applications can be considered at the March meeting. Clerk to resend suggested interview questions to members for consideration; application form and guidance are on the website.

8) Finance report -

- a) It was noted that FD would check the bank reconciliation.
 b) It was noted Rackspace have continued to take payment despite SW cancelling the agreement three times. EB has queried with her credit card and SW will contact Rackspace again.

Receipts and payments approved:

Receipts noted:		
HSBC	Bank interest	£1.23
Payments approved:		
Rogate Village Hall	Hall hire	£44.00
Clerk/RFO	Salary/PAYE	Undisclosed
Debbie Harknett	Repayment-AJ Products-Bus shelter bin	£106.80
R.J. Playground Services Ltd	Roller-log replacement	£750.00
J. Wearn Surfacing	Removal/making good old bin	£276.00
E. Brown	Rackspace (website) refund	£15.87

Matters for discussion:

9) Downhill site

- a) FD and MH met with representatives from B1ke, Forestry England (FE) and Milland PC – their report had been circulated prior to the meeting - they answered questions about the meeting, possible site for a car park and attitudes to the responsibility of vehicles which can number over 150 a day. It was felt asking questions about the licence conditions was outside of our remit. Realistically a car park is likely to take at least 2/3 years to build, but FE may allow use of some land in the meantime and scalplings could be put on the kerb edges to encourage vehicles to park off the road. It is a successful site that is likely to expand.
- b) MH expressed concern over a possible conflict where the serpent trail crosses the track with bikers unable to stop for path users which was echoed by VF who said horse riders already avoid the route.
- c) SW noted there has been a site visit, investigation, simple gully clearance and some correspondence from Steve Hodd, WSCC Highways and SDNP concerning draining issues since the meeting.
- d) Clerk to write to B1ke and FE confirming what we understood was agreed at the meeting, enclosing details of the serpent trail and asking them to keep us and Milland PC informed of any development/progress. Also, to ask B1ke for reassurances that any health and safety matters are properly dealt with. Copies to be sent to Milland PC.

10) Soft sand review - West Heath quarry

- a) SW's draft response had been circulated prior to the meeting; he went through the principles behind the response – whether the SSR submission draft is illegal or unsound. The legal argument is hard as West Heath quarry is considered an extension rather than a new quarry though in reality it is in a different area and not linked to the original site. While there is no mention of a conveyor belt some mechanism would be required to transport material from new site to the existing. His draft response is based on the Sustainability Appraisal being subjective, inconsistent, inaccurate and incomplete.
- b) FD felt the demand for sand has to be considered though it's related to the demand for new houses and what they are constructed of. SW added there is no requirement for sand to be used in the county where it is quarried. CB suggested we consider obtaining specialist advice, for which Semex would be required to pay for.
- c) After much discussion, it was agreed FD to contact the 'Severals' group to see if they have any advice and if they would recommend independent advice. SW to talk to Andrew Shaxson, Harting PC as they seem to have responded covering mitigating circumstances presuming permission will be granted.
- d) If granted, permission would last until 2033. Submission deadline 2 March; response to be circulated.

11) Litter picking day - FD reminded the meeting of last year's successful day and explained she was happy to participate this year but she is unable to organise – if notified CDC will provide the kits and collect the rubbish afterwards. After discussion, it was agreed to hold an event on Saturday 28 March; ZM to organise and publicise while AC will involve Rake.

12) Suggestion for some meetings to be held in Rake - SW noted the request explaining Rake hall is fully booked on Monday evenings. GM felt there could be some change in meeting evening to accommodate occasional meetings in Rake or another venue could be considered. SW to ask hall availability; MH to ask Rake school if they are able to accommodate evening meetings.

Committee reports:

13) Planning Committee - minutes of the Planning Committee meeting on 13th January 2020 were received.

14) Open Spaces (OSC)

- a) The minutes of the Open Spaces Committee meeting of 25th November 2019 were received.
- b) It was noted the Open Spaces Committee meeting on 23rd March 2020.
- c) MH reported he and AC met with Darren Rolfe (DR), WSCC volunteers to look at a bus shelter in Rake; they are keen to build and suggested they may be able to start within the next few months. The Flying Bull are happy for their toilets to be used and, with payment, provide some refreshments. After discussion, MH's proposal of **resolution 'to instruct WSCC Volunteers to build an open style wooden bus shelter at Rake, on a concrete base with a notice board at a maximum cost of £3,500 (to include £200 for volunteer refreshments at the Flying Bull)'** was seconded by GM and unanimously approved.
- d) MH noted they discussed the Hugo Platt playground fence with DR but the clerk has now obtained another quote from MJS fencing of £1,650+vat. Open Spaces had agreed repairing would be false economy, especially as we have £875 new homes bonus towards replacement. After discussion, MH's proposal of **resolution 'to instruct MJS fencing to replace the fence with sawn treated post and rail fence at a cost of £1,650'** was seconded by VF and unanimously approved.
- e) MH noted WSCC have issued standard licenses for the grit bin on the top road and bus shelter. FD's proposal of **resolution 'chairman to sign the licenses issued by WSCC for the bus shelter and grit bin on the top road'** was seconded by CB and unanimously approved.
- f) MH is going to contact Roger Fitter to discuss digging out some more holly at Terwick Wood though it may need to wait until after the nesting season and when the ground is drier.

VF left.

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

Working group reports:

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

- a) AC has done some further research on Speed Indicator Devices (SIDs) following EM's report to the last meeting. He has spoken to Harting PC who have passed on the research they carried out before purchasing a device which is WSCC approved and appears to be good value at a basic cost of £1,843 (with two batteries) plus cost of additional brackets.
- b) Devices that are fixed (with solar panels) are required to meet more regulations than temporary devices which are moved from place to place every two weeks and have a rechargeable battery. Two batteries are purchased which, based on predicted use, would probably need swapping every 4/5 days. The device collects data so you can see the impact of the sign.
- c) He is meeting Mike Dare, WSCC Highways on 27 February to consider suitable locations it could be deployed (while considering distances from junctions/height etc) in Rogate and Hillbrow/Rake. If possible, he would like somebody interested from Rogate to attend.
- d) AC has agreed to manage their movement in Rake area and has volunteers to help but Rogate needs the same; the most well managed and effective SIDs are located close to where the volunteers live. FD to start the publicity process, talk to people, the Garage, possibly include item in the R&T. It was agreed if no Rogate volunteers can be found at this stage it can be implemented in Rake first.

17) Grants & Projects

- a) Following last month's meeting EM put up three posters (shop, church and hall) with simple questions (on scale 1-5) if the idea for an outdoor gym is supported and if you are likely to use. She has collected 40 responses so far (with more completed), all in support of the idea.

- b) She has two meetings (12 and 20 Feb) scheduled with manufacturers and members of the hall committee to consider different bundles on offer, examine the surface of the all-weather court (which it is hoped will reduce the cost) and then obtain a quote, ideally for 8-14 pieces of equipment for use across all ages and ability. She noted it would be nice to have the support of an additional councilor if they were available; she will let Members know the appointment times.
- c) She has found an inexpensive mesh that can be used to provide a parking area that doesn't damage the surface, allows grass to grow through and can mowed over. It is purchased in rolls and is easy to install being fixed with pegs. Information about this has been passed to the hall committee.
- d) MH expressed some concern if open access to the field is permitted as security would need to be maintained to prevent travelers taking up residence.
- e) MR noted the Clerk has helped the hall make an application for a WSCC CLC micro grant towards soundproofing the pavilion.

CB and ZM left.

18) Parking working group - GM noted the group didn't find a point of agreement; he is hoping to arrange a meeting with local farmer.

19) Standards & policy - Clerk noted financial policies have been circulated for amendment prior to the finance meeting on 2nd March. In response to GM's question SW explained the Clerk is also the Responsible Finance Officer (RFO).

20) Neighbourhood Plan – SW noted this is with SDNP who have to initiate another round of consultations.

21) Drainage Issues/Operation Watershed - SW remains in discussion with WSCC and property owners about the flooding at Sandhill Farm. On Friday he is meeting highways and a landowner onsite to consider two proposals – one that we have already submitted, and an alternative, probably better option that would take the outfall across the road, through the farm access to a ditch in the field. EB to talk to one owner and try to attend Friday's meeting.

22) Climate change - GM noted he tried to contact the CDC climate change official but while the position has been approved the appointment has yet to be made. The local group have an energy focused meeting arranged for May, he is trying to find out what other parishes are doing and is interested in the MAC (Midhurst Area Cycling) who are trying to get a cycle path from Petersfield-Pulborough.

Village organisation updates:

23) Rogate and Rake Schools – MH noted they are getting closer together.

24) START - Community Benefit Society – they are going to visit the Bluebell community pub at Cocking.

25) Youth Club – none.

General:

26) Correspondence

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

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

28) Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 9 March 2020** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 9.40pm.

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