



Meeting held via 'Zoom' video conferencing due to the ongoing Covid-19 situation.

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

County/District Councillor Kate O'Kelly (KOK).

There were no members of the public in attendance.

Clerk: Debbie Harknett.

Meeting started at 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>
<b><a href="http://www.rogateparishcouncil.gov.uk">www.rogateparishcouncil.gov.uk</a></b>		

- 1) **Recording of the meeting** – none. SW noted a zoom meeting could be recorded to help with the minutes.
- 2) **Apologies for absence were received and accepted from:** Ann Arnold (AA) and Val Farren (VF).
- 3) **Declarations of interest** – none.
- 4) **Minutes of last meeting** held on 8<sup>th</sup> June 2020 were accepted by the Council as a true record to be signed by the Chairman.
- 5) **Representations from the Public** – none.
- 6) **County & District Councillor reports** – KOK's report had previously been circulated:  
Rogate specific issues:
  - a) She has included SDNPA in Rake Community Highways Scheme correspondence for the Serpent trail, she hopes their support will get a better outcome for the footpath from the school to Chapel Common.
  - b) Waiting for CDC to clarify situation re two pending planning applications for B1KE site.As County Councillor:
  - c) Covid 2,691 recorded cases in WS; an infection rate of 313.3 per 100,000 residents. WSCC has published its Covid-19 local outbreak control plan; she is sitting on member group scrutinising the plan.
  - d) Cycling - Rother Valley Way progress meeting today and MAC meeting on 15 July. Funding for temporary cycleway schemes in WS have been approved by Dept of Transport, largely temporary schemes (pop-up cycle lanes/some road closures) but may evolve into permanent changes. CDC scheme in Chichester but MAC and local councillors have sought funding for pop-up lanes in Midhurst to extend 30mph to improve safety of Midhurst-Stedham cycling route. She is sitting on group looking at plans for allocating extra funds for cycling schemes.
  - e) Climate change strategy - WSCC vision to be carbon neutral by 2030 to be formally adopted in July.
  - f) Next full council meeting on 17 July. New leadership hope to bring improvements in transparency, being more outward looking, more responsive to residents and learn from the best that has come from new ways of working post Covid.As District Councillor:
  - g) Council is primarily funded from Council tax £9m; business rates £3.4m; income from fees & charges £18.1m – total £30.5m. They are required by law to run a balanced budget so any shortfall in income must be covered by tax rises, new sources of revenue, cuts in services or dipping into finite reserves. They are predicting losses of £8million needing a further £2m to balance budget in medium term. Administration has presented draft recovery plan with suggestions to emphasise it needs to be a district recovery plan not narrowly focused district council recovery plan. To recognise climate emergency and making plan more community focused, outward facing and includes of ideas and talent available locally.
  - h) Car park charges resumed on 8 June with a number of incentives introduced.
  - i) Rough sleepers continue to be accommodated by CDC in hotels and other temporary accommodation.
  - j) CDC support local campaign downloadable signage at [www.chichester.gov.uk/supportlocal](http://www.chichester.gov.uk/supportlocal)
- 7) **Chairman's report** - none
- 8) **Finance report** -
  - a) GM reported the finance file is all in order and payments as expected.

- b) Non-cheque signatory to check reconciliation – not currently possible but second signatory to check when signing payments.

Receipts and payments approved:

<b>Receipts noted:</b>		
HSBC	Bank interest	£13.74
<b>Payments approved:</b>		
Clerk/RFO	Salary/PAYE	Undisclosed
Netwise	Annual website fees	£400.00
PlaySafety	Annual playground inspections	£202.20
MJS Fencing Ltd	Hugo Platt playground fencing	£1,980.00
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
SLCC	Training course	£36.00
V-Signs	Playground re-opening signs	£144.00
R.J. Playgrounds	Replacement top timber beam on log walk	£540.00

#### **Matters for discussion:**

##### **9) Coronavirus –**

- SW noted there is currently no requirement for help.
- MH reported he and AC visited both playgrounds, carried out a risk assessment, erected Covid guidance signs and opened the playgrounds. We also provided a sign for Rake playground.
- MH noted the new fence has been installed at Hugo Platt. A quote from R.J. Playgrounds to repair the remaining items raised in the annual inspection totals £2,870+vat and includes replacing wooden beams & support on both the swing and bridge walk as well as the toddler swing seat and tightening various screws etc. After discussion, being aware of the requirement for a timely repair using a reliable local contractor, SW's proposal of **resolution 'to accept R.J. Playgrounds repair quote of £2,870'** was seconded by GM and unanimously approved with the proviso we try to obtain a comparative quote next time work is required.

##### **10) Soft sand review -** SW reminded the meeting a further written submission is due by 3 August.

- MR and FD are working on this with help from Carolyn Butler who did some of the original research.
- SW explained the inspector has laid out what he is going to consider in relation to West Heath Common site and the response needs to be organised under these headings.

KOK arrived.

##### **11) Downhill site carpark**

- FD noted the car park continues to be successfully used but B1KE are concerned about planning for the site and Forestry England (FE) will not submit a planning application for the car park until the situation has been clarified.
- The Clerk has been unsuccessful in obtaining a response from CDC planning.
- KOK reported she has spoken to John Saunders, Senior Planning Officer at SDNP. The 2 pending planning applications have stalled while they seek legal advice about the use of the whole site as they have concerns about the 'intensity of the moment' which would be a significant change of use. She has updated them with community views - support but concerns about traffic & parking arrangements which have been helped by the provision of the car park. It is likely to take some time to resolve.
- There may need to be some consideration about diverting the Serpent trail away from the bike trails.

##### **12) Arrangements for future parish council meetings**

- SW reported the hall are starting to make arrangements so some functions can go on and reminded the meeting that we didn't expect to be having zoom meetings in July when the pandemic started. He felt unable to physically attend a meeting until the risk of a second spike was passed.
- In order to meet social distancing guidelines we would need to hold meetings in the main hall and meet the cleaning requirements of the hall risk assessment which is not really viable.
- After discussion, it was unanimously agreed we shouldn't have physical meetings until all councillors felt comfortable and will therefore continue with Zoom video meetings for the time-being.
- It was agreed to delay the August meeting a week to 17 August to accommodate councillor holidays.
- SW reminded councillors the Annual Parish Council meeting (where chairman/vice-chairman are elected and committee membership agreed) should have been held in May but was postponed because of Covid. It was agreed this couldn't be postponed much longer and therefore the August meeting

would be the Annual Parish Council meeting. SW and EB will be standing down as chair/vice-chair so nominations for these positions to be sent to the Clerk ahead of the meeting.

### 13) Rake Community Highways Scheme

- a) The feasibility design from WSCC Highways had been circulated prior to the meeting.
- b) AC reported they held a well-attended public meeting on Thursday displaying a banner with details of the plan. Overwhelmingly people were happy with the scheme and requested the following additions:
  1. To lower the speed limit down Bull Hill (to the end of the residential area past Sandy Lane) on the Rogate Road opposite the Flying Bull.
  2. Extend the 40-mph buffer further along the dual carriageway towards Liphook.
  3. Request an additional pedestrian crossing (with a refuge in the middle of the road) from the Flying Bull to the Old Sun Inn to allow safe access to the pub, children's play area and for pupils accessing the Bohunt school bus stop.
  4. Proposed kerb changes by V-signs were not considered necessary.
- c) KOK has contacted Allison Thorpe, SDNP so they can get involved because the Serpent trail route is part of their network and to encourage walking from Rake to Chapel Common.
- d) SW added a path was needed from Rake to Milland Church.
- e) SW's proposal of **resolution 'PC fully supports the scheme and wishes to see the four changes suggested'** was seconded by EB and unanimously approved. Clerk to submit to WSCC Highways.

**14) Litter picking day** - ZM noted the Keep Britain Tidy campaign have suggested rescheduling days cancelled earlier in the year to September. After discussion and consideration of the height of vegetation it was agreed to leave until the spring in the hope more people could help.

### Committee reports:

#### 15) Planning Committee

- a) The minutes of the Planning Committee meeting on 8<sup>th</sup> June 2020 were received.
- b) ZM reminded members that neighbour notification letters are not currently being sent out by CDC and councillors should pass on information where possible. KOK added she has spoken to CDC planning several times and it appears they will not be re-instated post Covid in order to cut costs.
- c) In response to FD's question what could we do KOK said we have lobbied her & she has lobbied CDC unsuccessfully. She will continue to raise with colleagues, but CDC are meeting their legal obligations.
- d) MH suggestion to add to the agenda for the All Parishes meeting was welcomed.
- e) KOK will talk to fellow councillors and other PC's.
- f) AC added concern over evidence of displaying planning notifications as one local site's application notice was very delayed though a time extension was given when we informed CDC.

#### 16) Open Spaces

- a) The minutes of the Open Spaces Committee meeting on 27<sup>th</sup> April 2020 were received.
- b) The Open Spaces Committee meeting on 24<sup>th</sup> August 2020 was noted.
- c) MH updated the meeting – AC has ordered the picnic bench for Fyning Recreation ground which should be delivered shortly; Fyning Rec is looking good following a summer cut-back; grit bin to be purchase to replace one stolen from Tullecombe.

**17) Finance Committee** - meeting on 26<sup>th</sup> October 2020 was noted.

#### 18) RATA

- a) AC noted there was some confusion of the date of the Motorbike Noise and Anti-social Riding task Force Meeting which meant it was not well attended so will be rescheduled. KOK added she had been unaware of meeting time. Andrew Shaxson, Parish Council SDNP representative is now aware of the group and is going to get involved.
- b) AC noted an exchange of emails with a Rogate resident about traffic noise and they have also communicated directly with the police who responded in the way we would want – communicated the use of technology and targeting deployment of enforcement people. SW added he had invited the correspondent to join the Speed indicator sign (SID) team in Rogate but he declined.
- c) AC's report/proposal for the purchase of a SID for use in the parish had been circulated prior to the meeting. He has looked at suitable sites with WSCC Highways and obtained three quotes for equipment that meets WSCC requirements. In order to obtain the necessary permission from WSCC and SSE we have to specify which equipment we intend to deploy.

- d) He looked at Harting's Elancity Evolis SID which is polite, light, well fitted, easy to move and appears to get a good response with traffic slowing down. EM reminded the meeting she started investigating SIDs and the Elancity one purchased by Harting PC was the best value.
- e) Volunteers came forward at the Rake community highways scheme display last week.
- f) FD noted the requirement for volunteers – to ensure SID charged, relocate it and download data.
- g) AC's proposal of **resolution 'to approve in principal the purchase of the Evolis Speed Indicator device in accordance with the quote from Elancity; to approve the application for a standard form of consent from WSCC for the operation of the device and SSE for the mounting of the SID on specified street lampposts on the B2070 and A272; to approve the purchase of the Evolis SID device as soon as the necessary approvals have been obtained from WSCC and SSE'** was seconded by SW and unanimously approved.

#### 19) Grants & Projects - Outdoor gym

- a) EM had circulated an update ahead of the meeting. Because of Covid the grant environment has changed and she has been informed all grants are being concentrated on Covid related projects and any other application is likely to be rejected for at least 12 months.
- b) In light of this she has achieved an additional price reduction of £470 from Fresh Air Fitness for not using their fund raiser while keeping their offer of two years free maintenance – cost £11,138+vat.
- c) If the council lead the project they will be able to re-claim the vat and she proposed the council consider funding to 50% to support health and fitness. She is aware the Village Hall and Youth Club have both been awarded Covid grants and has discussed with the hall chairman if they would consider helping fund the project with any short fall being met by fundraising in the village. Somebody needs to make the first commitment; any PC decision tonight will be put to tomorrow's halls meeting.
- d) There was discussion about the positive impact a joint venture would have; being unable to make an open-ended commitment; noting the YC is currently in abeyance; fundraising would involve the community in the project and encourage use; awareness of other calls on hall funds; fundraising promotion possibly involving the Friday night pub and the Clerk clarified the vat position. EM proposed **resolution 'Parish Council to fund 50% of cost £5,569 if other village organisations/fundraising can meet the remainder'** which was seconded by MH and unanimously approved.

#### 20) Neighbourhood plan – no update.

#### 21) Drainage issues/operation watershed –

- a) SW reminded GM he was going to arrange a meeting with Peter Davey to discuss issues at Sandhill.
- b) MH asked about flooding problems in Fyning. SW explained we need to identify problem and solution; Landbuild have helped with other projects; he will discuss further with MH outside meeting.

#### 22) Rogate and Rake Schools - MH noted they are now fully federated and have appointed a new teacher.

#### 23) START (Community Land Trust) - MR noted in order to obtain planning permission for a site outside of the settlement area (a rural exception site) they have to prove there are no sites suitable or available within the area. This meant looking at 9 sites with comments from SDNP planners - ones SDNP prioritise are not available and the others are unsuitable. They could work with a housing association to develop and manage a site so are finding out if any would work with them and on what terms.

#### General:

#### 24) Correspondence

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

#### 25) Information for the Council (for noting or inclusion on a future Agenda) - none

#### 26) Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 17<sup>th</sup> August 2020** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 9.27pm.

Chairman: