



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

Parish Councillors in attendance: Chairman Max Harwood (MH), Adrian Collins (AC), Zoe MacLehose (ZM), Elena McCloskey (EM), Gerard McCloskey (GM), Mairi Rennie (MR) and Steve Williamson (SW),  
County/District Councillor Kate O'Kelly (KOK).

Minute taker: Trish Walker  
Meeting started at 7.30pm

There were no members of the public in attendance.

<b>Chairman:</b> Max Harwood <a href="mailto:maxjharwood@googlemail.com">maxjharwood@googlemail.com</a>	<b>Joint Vice-Chairmen:</b> Adrian Collins and Fiona Dix <a href="http://www.rogateparishcouncil.gov.uk">www.rogateparishcouncil.gov.uk</a>	<b>Clerk:</b> Debbie Harknett <a href="mailto:clerk@rogateparishcouncil.gov.uk">clerk@rogateparishcouncil.gov.uk</a>
--	---	---

- 1) **Recording of the meeting** – none.
- 2) **Apologies for absence were received and accepted from:** Fiona Dix (FD) and the Clerk.
- 3) **Declarations of interest** – none.
- 4) **Minutes of last meeting** held on 17<sup>th</sup> August 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:  
As County Councillor:
  - a) 218 people in West Sussex tested positive for coronavirus in the period 30 August-12 September 2020. With 12 new cases in Chichester during the period 6-12 September. The lack of available tests is an ongoing issue and one which is reflected on a national basis. There is a new drive-in testing centre at the Tangmere airfield. The Covid member group has met to discuss the impact of the virus on local NHS services; it is hoped that planned surgery procedures will continue.
  - b) Cycling opportunity to feedback on new Chichester cycling scheme via 'have your say' website, details below: [https://haveyoursay.westsussex.gov.uk/highways-and-transport/eatfchichester/consult\\_view/](https://haveyoursay.westsussex.gov.uk/highways-and-transport/eatfchichester/consult_view/)
  - c) Solar panels – WSCC has introduced a new scheme, open to anyone living in the County, which will enable the installation of solar PV panels at a reduced cost. Interests should be registered before 6<sup>th</sup> October at **Solar Together Sussex.**As District Councillor:
  - d) She confirmed grants allocated by CDC are still available [www.chichester.gov.uk/covidrecoverygrants](http://www.chichester.gov.uk/covidrecoverygrants).
  - e) Residents living near the Hampshire border can now register their vehicle on the Hampshire County Council website and book a slot and use the Petersfield re-cycling centre with no charge.
    - Members raised some issues regarding the planning system, in particular the issues surrounding the notification and display of planning notices. KOK confirmed she was pressing CDC about this. MH reminded members the Planning Committee had previously agreed to send a letter to CDC and SDNPA outlining concerns – thoughts for inclusion to the Clerk.
- 7) **Chairman's report** - none
- 8) **Finance report** –
  - a) SW noted five months into financial year expenditure is in line with budget but without room hire. Donations of £1,000 and £500 had been received in respect of the Outdoor gym.
  - b) Non-cheque signatory to check reconciliation – this has been difficult because of Covid restrictions; FD will be looking through the file.
  - c) Update on bank signatories – it was agreed to remove Ann Arnold and Elizabeth Brown as bank signatories. MH proposed **resolution 'Adrian Collins to be added as a bank signatory'** which was seconded by SW and unanimously approved.
  - d) The members were reminded that ideas for the 2021/22 budget should be forwarded to MH, SW or the Clerk by 30<sup>th</sup> September 2020.

Receipts and payments approved:

<b>Receipts noted:</b>		
HSBC	Bank interest	£0.06
Picketts and Pursers	Outdoor gym donation	£1,000.00
Mrs A McMeehan Roberts	Outdoor gym donation	£500.00
<b>Payments approved:</b>		
Clerk/RFO	Salary/PAYE	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
SSALC	Councillor training course	£36.00
Debbie Harknett	Clerks expenses	£75.27
SLCC	Training course	£36.00
Mairi Rennie	Volunteer food costs	£27.91
Fresh Air Fitness	Outdoor gym deposit	£4,999.50

SW noted the Fresh Air Fitness cheque would not be signed until the final contract had been confirmed.

## **Committee reports:**

### **9) Planning Committee**

The minutes of the Planning Committee meeting of 17<sup>th</sup> August 2020 were received. It was noted that ZM had been re-elected as Chair of the Planning Committee with EM as the Vice-chair.

### **10) Open Spaces**

- a) The minutes of the Open Spaces Committee meeting of 22<sup>nd</sup> June 2020 were received.
- b) Update from meeting on Tuesday 25<sup>th</sup> August – MH noted the Sussex volunteers had carried out some work on the footpath between the garage and Garbetts Lane. The Sussex volunteers have also confirmed they are able to rebuild the bench in the Dell, they will provide a potential date in due course. A date for the Rake bus shelter is also awaited.
- c) The Open Spaces Committee meeting on Monday 26<sup>th</sup> October 2020 was noted.

### **11) Finance Committee**

- a) The minutes of the Finance Committee meeting of 27<sup>th</sup> April 2020 were received.
- b) Update from meeting on Friday 4<sup>th</sup> September - SW confirmed the committee went through the finance for the Outdoor gym and was satisfied with the level of fundraising. SW also confirmed funding had been agreed for the clerk's CiLCA registration and training course.
- c) The Finance Committee meeting on Wednesday 30<sup>th</sup> September was noted.

### **12) RATA**

- a) Motorcycle noise campaign-update - AC confirmed a letter had been sent to the Chief Constable, Sussex Constabulary and to Sussex PCC outlining the Council's concern about the level of noise from motorcycles travelling along the A272. A copy of the letter has been posted on the Council website. The Deputy Chief Constable of Sussex Police has responded and fully acknowledged the issue and confirmed the Operation Downsway campaign includes the A272 in Rogate Parish. AC is in contact with the Wisborough Green campaign group who continue to be active in campaigning on this issue. They are liaising with Sussex Police and are encouraged by the police response which includes the use of drones, hand-held speed cameras and sound measuring equipment.
- b) Speed Indicator Device update – AC confirmed WSCC Highways do not require any consultation notices to be displayed in relation to the Speed Indicator Device (SID). A total of 7 locations have been identified for the placement of SID. Two sites will require new traffic posts, quotations have now been requested from three approved Highway contractors. Permission has been sought from SSE in order to use the lampposts along the B2070. The purchase of the SID was agreed at an earlier Council meeting, however the increase in the number of potential sites means a further 2 mounting brackets are required. The supplier has quoted a price of £22.07 for the additional brackets. AC's proposal of **resolution 'the sum of £1,907.70 (originally agreed) is increased by £22.07 to £1,929.50 in order that brackets are available for fixing to posts at all 7 locations'** was seconded by MH and unanimously approved.

### **13) Grants & Projects - Outdoor gym**

- a) EM confirmed a meeting had been held with the Village Hall committee and the fitness equipment supplier. The location for the new equipment had been agreed and the Hall committee are happy with the project. All the stations will be facing the field and will be placed two metres apart.
- b) EM confirmed the donations received to date totalled £6,150.00; it is hoped there may be further donations forthcoming.
- c) EM confirmed six items of equipment have been ordered and it is hoped that a further two items for wheelchair users may be purchased in due course as a second phase.
- d) The contract is currently being adjusted and will hopefully be signed in the next few days.

### **14) Neighbourhood plan**

- a) SW confirmed the R&RNDP Submission document (the actual Plan), the Basic Conditions Statement (the planning background and context) and the Consultation Statement (result of all the consultations) had been sent to SDNPA for comment.
- b) The SDNPA had responded and the next action had been noted. One of these is to update the Basic Conditions Statement to take account of the new national planning framework, SW was pleased that SDNPA had offered to make these changes. SW confirmed he would also go through the past history in the documents and update them to show how things have moved on. MH offered assistance if needed.
- c) SW confirmed that, once the changes are made, the documents will be officially submitted to SDNPA and a 6-week statutory consultation will take place. The results of the consultation will then be passed to the independent examiner for consideration.
- d) There will need to be a public meeting at some point, however this is extremely difficult at the current time due to the Covid-19 restrictions.
- e) SW urged all the councillors to re-read the policies and documents to ensure they are accurate.

### **15) Drainage issues/operation watershed –**

- a) SW confirmed he sent plans of the proposed Sandhill Farm scheme to Pete Davey and had requested permission to the use of his land. It is hoped that he will soon be able to meet with a WSCC Highways Officer.
- b) MH confirmed the flooding issue in Fyning Lane is not a WSCC Highways issue; it appears to be a problem that will have to be addressed by the landowners.

### **16) Rogate and Rake Schools - MH noted there was no further information.**

### **17) START (Community Land Trust) –**

MR confirmed the AGM was due to take place on Wednesday 16<sup>th</sup> September. It is possible that the group may approach the Parish Council to request some funding.

### **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) –**

Letter to CDC planners  
Co-option of councillors

### **20) Date of next meeting –** The next Full Council Meeting of the Parish Council will be on **Monday 12<sup>th</sup> October** at 7.30pm via Zoom video conferencing.

There being no further business the meeting closed at 8.50pm.

Chairman:  
Max Harwood