



Meeting held via 'Zoom' video conferencing due to the ongoing Covid-19 pandemic restrictions.  
Parish Councillors in attendance: Chairman Max Harwood (MH), Adrian Collins (AC), Laura Craven (LC), Zoe Macle hose (ZM), Elena McCloskey (EM), Gerard McCloskey (GM), Mairi Rennie (MR) and Steve Williamson (SW).  
There were no members of the public in attendance.

Clerk: Debbie Harknett

Meeting started at 7.30pm

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- 1) **It was noted the meeting would not be recorded.**
  - 2) **Apologies for absence** were received from Kate O'Kelly (KOK); all Members were in attendance.
  - 3) **There were no declarations of interest of items on the agenda.**
  - 4) **The minutes of the last meeting** held on 10<sup>th</sup> May 2021 were approved by the Council as a true record to be signed by the Chairman.
  - 5) **There were no members of the public present to make a representation.**
  - 6) **County & District Councillor reports** – KOK's report had been circulated prior to the meeting:  
As County Councillor:
    - a) First full council meeting on 21 May confirmed committee places and other roles; KOK remains on Heath and Adults Social Care and is now on Governance Committee. New cabinet member for Highways appointed and new cabinet post for public health and well-being was created.
    - b) Induction programme for new/returning councillors and they had opportunity to talk to Directors of all services which is a good opportunity to raise key issues. She has raised food waste collection, rural bus services, reducing speed limits and prevention of fire with our most vulnerable residents.
    - c) Proposal to replace County Local Committee (CLC) with informal local area forums on a district/borough area basis to be trialled for one year. These local forums will not be decision-making but local members will still be involved in the allocation of traffic regulations orders TROs. Sessions will be informal with focus on community connections and in particular 'talk with us' – comments to [monique.smart@westsussex.gov.uk](mailto:monique.smart@westsussex.gov.uk) by Tuesday 15 June 2021. Next virtual 'talk with us' session for residents to have opportunity to meet local county councillors and ask questions is 17 June.As District Councillor:
    - d) Planning – at recent senior leadership team meeting she raised the neighbour planning notification letters again and is hoping they will be reinstated in the SDNP area.
    - e) Hyde are due to present their plan of how they will move to net zero with both new development and retrofitting of their housing stock with renewables.
    - f) CDC are urging local businesses to apply for government covid grants as applications close on 30 June 2021 [www.chichester.gov.uk/covidbusinesssupport](http://www.chichester.gov.uk/covidbusinesssupport).
    - g) Air Quality action plan consultation is open [www.chichester.gov.uk/letstalkairquality](http://www.chichester.gov.uk/letstalkairquality).
    - h) Test and trace support scheme extended to 30 June [www.chichester.gov.uk/helpwithfinances](http://www.chichester.gov.uk/helpwithfinances)
    - i) Drop-in at Milland Stores 12<sup>th</sup> July between 10.30-12.30.
- MR joined the meeting.
- 7) **Councillor vacancies/reduction in number of councillors** - Clerk noted the first stage of the Community Governance review to decrease the number of councillors from 13 to 9 is underway with comments to be made to the Boundary Review panel before deadline 16 June 2021. Any reduction will not become effective until the next election in May 2023. We currently have 5 vacancies with 1 new member being required to bring to desired 9 Councillors.
  - 8) **Chairman's report** – MH's report had been circulated prior to the meeting
    - a) Thanks for submitting reports ahead of the meeting – it helps make it flow more smoothly.
    - b) NP (later on agenda) he can't stress too strongly how important to encourage people to vote.

- c) Following our nomination Ann Arnold (AA) has been given Community Hero Award from Gillian Keegan in recognition of her struggle and determination to keep the village shop and post office open, especially during covid.

SW joined the meeting.

- d) Emails have been received from parishioner about current 5G telephone mast consultation which highlighted concerns about installing additional equipment onto existing phone masts and potential harm.
- He had sought advice from Trotton PC whose expert didn't think we needed to be concerned about the low frequency radio waves.
  - It was positive they would be using existing masts and not installing new ones.
  - AC noted when he worked at Heathrow they installed a lots of different telecommunications equipment under the scrutiny of highly qualified technicians to ensure public safety. It was concluded that emission levels experienced by individuals making calls on a mobile phone was higher than that generated by masts.
  - After discussion, it was agreed not to respond to the consultation as the council had no concerns about the emission levels.
- e) CLC (as mentioned in KOK's report) – do we want to respond to the consultation? SW felt proposals were retrograde and undemocratic as we would not know who would be making the decisions. Agreed SW would draft/circulate a response.
- f) We have received a request to use Fyning Recreation ground for a Forest School on some days during the summer holidays. Clerk reminded the meeting that after much discussion two years ago permission was granted for a trial day. However, councillors have changed and the proposal will need to be reconsidered. Applicant to submit proposal for inclusion on July agenda so a decision can be made.

**9) Neighbourhood plan update – SW's report had been circulated prior to the meeting**

- a) The referendum is on Thursday 1 July and voting will take place in both Rogate and Rogate village halls between 7am-10pm.
- b) Question is 'Do you want the South Downs National Park Authority to use the neighbourhood development plan for the Parish of Rogate to help it decide planning applications in the neighbourhood area?'
- c) The count will take immediately after the polling stations close at 10pm, probably in Rake.
- d) Proposed publicity:
- Information on RPC and rogatevillage websites
  - Leaflets (A5 colour double sided) and a bound copy of document to be supplied to Rogate Village shop and the three pubs (including pop-up)
  - A4 posters for notice boards and local shops
  - R&T Community alters
  - Emails to 300 or so registered for public consultations on the plan
  - Banners – two for Rake (already in situ) and two for Rogate
  - Public exhibitions – after investigating what other parishes have done, given extensive publicity proposed and considering delay in lifting Covid restrictions SW has concluded exhibitions are not really necessary.
- e) SW sought suggestions for banner locations in Rogate – LC has spoken to the Rector and the church can be used with help from Bob Trembath. MH suggested by entrance to Parsonage.
- f) AC offered to move one in Rake further along road where grass is shorter.
- g) ZM asked about postal votes – new applications have to be made before 5pm on 16 June; ballot papers will be sent out to those registered in due course.
- h) SW confirmed there is no minimum turnout, just a majority of those voting need to be in favour.
- i) GM suggested Durford Wood resident's association be included in the email list.
- j) In response to question SW noted a draft leaflet will be finalised and sent to the printers this week.
- k) After discussion, publicity as above without exhibitions, was agreed.
- l) MH asked SW to let him know how we can help.
- m) All members to spread the word and encourage parishioners to vote.

**10) Village fun day – 11 July 2021**

- a) EM suggested it would be nice to present AA's award during the fun day; after discussion it was agreed it probably wasn't appropriate but EM will talk to the hall. EM felt if achievements/hard work were rewarded by the PC they may encourage others to join/help the village.

- b) EM reported they have contacted the gym manufacturer (Fresh Air Fitness) to see if they are able demonstrate it during the event. It was agreed this would be a good way of the PC being involved.
- c) ZM questioned if the day could continue given the extension of covid restrictions – MR to check.
- d) GM noted he has been discussing ideas for an ‘asparagus festival/local produce day’ with Susi Batty from the hall committee. SW added for asparagus it would need to be held during May/June and sponsorship may be available from local farmers/producers.

**11) WSCC Parish Workshop** – MH noted LC and MR are joining this meeting tomorrow and hoping to raise the issue of planning enforcement though it appears the expected Q&A time has been reduced with the issue of a revised agenda today.

**12) Finance report and matters**

- a) GM went through expenditure to date with nothing of concern though a lot of expenditure is not due yet. SW reminded the meeting that the demands put on the Clerk have a financial implication.
- b) GM noted that Harting PC have a larger precept than us but a smaller population. There was some discussion and SW noted historically (last 5/6 years) there has been sufficient reserves funds and no projects so an increase wasn’t necessary though reserves have now reduced. At AC’s suggestion it was agreed to have a workshop to debate more before the next budget is set.
- c) Non-cheque signatory to check reconciliation – not possible this month.
- d) Bank payments authorisation – AC and MH to approve this month’s online payments.
- e) After discussion, it was agreed to continue purchasing zoom until there is more clarity around meetings.
- f) MH noted the insurance policy requires risk assessments to be produced for everything – we need to work on this.

**Receipts and payments approved:**

<b>Receipts noted:</b>		
HSBC	Bank interest	£0.03
<b>Payments approved:</b>		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
Debbie Harknett	Clerk expenses March-May	£116.42
Zurich Insurance	Annual policy renewal	£882.53
Southern Water	Fyning recreation ground supply	£16.77
R.J. Playgrounds	Climbing wall repaired	£582.00
Steve Williamson – refund	V Signs – banners	£270.00
neighbourhood plan expenses	F.H. Brundle – banner stakes	£43.20
Unity Bank	Bank charges – 3 months	£18.00

**Committee reports:**

**13) Planning Committee**

The minutes of the Planning Committee meeting of 26<sup>th</sup> April 2021 were received.

**14) Finance Committee**

The Finance Committee meeting on Monday 27<sup>th</sup> September 2021 was noted.

**15) Open Spaces**

- a) The minutes of the Open Spaces Committee meeting of 22<sup>nd</sup> March were received.
- b) The Open Spaces Committee meeting on Monday 26<sup>th</sup> July 2021 was noted.
- c) MH noted the 24<sup>th</sup> May meeting discussed installing an information board at Fyning Recreation Ground and like the design at Garbett Woods (with space to display 6 changing A4 notices). The school has been approached to see if the children would be interested in designing some pictures of the flora and fauna of the area. LC is investigating prices/alternatives and EM was asked about grants but needed information on justification/purpose and 3 quotes. OS to investigate further.
- d) We are aware there is a tree down at Fyning Recreation ground and have instructed a contractor who is recovering from an operation. As the tree is not blocking the path we are able to wait a few weeks until he is well enough.

**Working groups:**

**16) RATA** – AC’s report had been circulated prior to the meeting

- a) No news from WSCC Highways of commencement date for CH scheme implementation.

- b) The SID site consent for Rogate Road (close to Durford Wood NT car park) uses a pre-existing traffic post which is shorter than others used. This reduced height limits visibility which is further reduced by vehicles parked on the verge in front of the sign. Local residents have taken it upon themselves to prevent parking on this stretch of the road which has resulted in inconsiderate parking elsewhere blocking driveways. A resident has been in contact with KOK and the National Trust are due to visit the site but space to expand their car park is limited.
- c) Residents of Rogate Road, Hillbow have expressed a willingness to fund an additional SID through the PC on the basis of a permanent loan to those residents; AC is in discussion with them.
- d) WSCC Highways site visit has been arranged for 21 June to explore additional sites for operating SID on Rogate Road.
- e) A Sussex Police speed detection van was deployed outside Rake Garden Centre on 1<sup>st</sup> June.
- f) LC noted she has been asked questions about speed in the village and suggested the interested party join her and her husband helping David Leonard looking after the Rogate SID.

#### **17) Projects and grants**

EM noted to apply for any grants she needs to be able to properly present the project with aims, costings and three quotes and she doesn't have this information for Rake bus shelter. MH noted the shelter is being made by volunteers and the only cost is wood.

#### **Village organisation reports:**

**18) Rogate and Rake Schools** – MH noted they now form a three-school federation with Compton.

**19) START (Community Land Trust)** - MR noted there was no progress with sites and the Flying Bull planning application has been withdrawn for re-design.

**20) Rogate Village Hall** – no update.

**21) Youth Club** – MR noted AA has been working with a new lady who they are hoping will take over the running of the club. They have funds to meet this cost for now but will need help in the future; the PC has met this cost in the past. They also require volunteers and parents to help with clubs operation.

**22) White Horse** – Neil Ryder had confirmed a pub group, with community support, made a bid for the pub about 10 days ago but no update has been received.

#### **23) Correspondence -**

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.
- c) LC noted we received several reports of a dangerous bullock in the field by River Rother which was reported to the farmer and WSCC footpath warden. We understand the animal was removed to a field without a footpath.

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

#### **25) Date of next meeting –**

- a) There was much discussion and concern about the return to face-to-face meetings due next month. SW reminded members legislation to hold remote meetings expired in May and we run the unlikely risk of being legally challenged but it is unlikely. After discussion, and in view of the extended Covid restrictions, it was unanimously decided to hold the July meeting via zoom and reconsider on a month-by-month basis.
- b) **The next Full Council Meeting of the Parish Council will be on Monday 12<sup>th</sup> July 2021 at 7.30pm via Zoom video conferencing.**

There being no further business the meeting closed at 9.19pm.

Chairman:

Max Harwood