



Meeting held in Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Chairman Max Harwood (MH), Zoe Macle hose (ZM), Elena McCloskey (EM), Gerard McCloskey (GM), Mairi Rennie (MR) and Steve Williamson (SW). Clerk: Debbie Harknett

There was one member of the public in attendance.

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

Chairman: max.harwood@rogateparishcouncil.gov.uk
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Vice-chairman: adrian.collins@rogateparishcouncil.gov.uk
Clerk: (Debbie Harknett) clerk@rogateparishcouncil.gov.uk

The Chairman opened the meeting welcoming everybody to the first in-face meeting for over 18 months.

- 1) **It was noted the meeting would not be recorded.**
 - 2) **Apologies for absence were received and accepted** from Adrian Collins (AC) & Laura Craven (LC).
 - 3) **There were no declarations of interest in items on the agenda.**
 - 4) **The minutes of the last meeting** held on **13th September 2021** were approved by the Council as a true record to be signed by Chairman. SW noted 10b) Oliver's Piece should refer to rhododendron not gorse but MH re-assured him AC was concerned about the gorse. EM added she asked if any other residents had requested steps/railings.
 - 5) **Public representation – none.**
 - 6) **County & District Councillor reports – KOK's report had been circulated prior to the meeting:**
 - As County Councillor:
 - a) Covid data - 232 new cases in Chichester; 2,434 in WS for 7 days to 5th October. They have started to roll our booster vaccines and hope to be able to do these with the annual flu jabs.
 - b) Health and Adult social care committee are looking at NHS recovery plans with increased demand in A&E reflecting a system under great pressure, cancer & mental health referrals have both increased.
 - c) Gatwick member presentation regarding future plans involving the northern standby runway in routine use with implications for traffic, noise, transport, housing & jobs www.gatwickairport.com/futureplans.
 - As District Councillor:
 - d) Overview & Scrutiny Committee have scrutinised access to GP surgery performance, particularly face-to-face consultations and lack of provision for growing population in high development areas.
 - e) HGV driver shortage is making full waste collection service challenging.
 - f) Second round of Covid business enabling grants www.chichester.gov.uk/enablinggrantscheme
 - g) Milland Green Fair debate on 'Climate change: global challenge, local response – what can we as individuals and communities do' had some really interesting contributions.
- KOK's next drop-in at White Hart, South Harting – Monday 15th November 10.30-12.30.
- Questions:
- h) GM had read and responded to WSCC transport plan but felt it was a dismal document which missed the opportunity to include information on how they would meet their zero carbon by 2030 pledge – no requirement for electric or hydrogen buses or for taxi's to be electric. There was also nothing about the A27 bypass – within a plan for the next 22 years.
 - i) SW added he scanned the document which he considered to be anodyne.
 - j) KOK did not want to defend the document and thought it important GM passed on his comments. A motion has been made to full council to change the way speed limits are dealt with thereby allowing them to be more flexible and easier to obtain a speed reduction. Plans are underway for bus improvements but are waiting for access to government funds. Corporate plan incorporates climate change with an active travel plan for walking/cycling with plans for speed reduction and road safety. There are more concrete plans for A27 at Arundel; the Chichester project needs redesign. The A272 is no longer considered a strategic route and green road signs are to be changed to reflect this.
 - k) SW asked about the taxpayer cost of changing the A272 green signs and if they would be changed along the entire length of the route – East Hampshire, West and East Sussex.
 - l) KOK noted WS County Local Committee meetings have been replaced with 'Talk with us' sessions across Chichester district. It has been suggested they could promote workshops with highways to allow direct contact and the opportunity to ask questions. Next session 24 November.

- 7) **Chairman’s report** – MH’s report had been circulated prior to the meeting:
- a) Work has started on the Rake Community Highways Scheme – many thanks to AC for all the work he has put in and continues to put in to bring this project to a conclusion.
 - b) Thanks to Gerard for reading the WSCC transport plan and responding on our behalf.
 - c) Much of focus this month has been on the budget with a decision to be made.
 - d) SSE planning application to retain the hard standing in North Street has been rejected.
 - e) Outdoor gym lease has been received from the solicitors and is being checked before we respond.
 - f) Our WSCC footpath warden, Kevin Dewitt, has moved to a new role and a replacement has not yet been appointed. Kevin has always been very supportive of our efforts to keep paths clear.
 - g) Youth Club – it is hoped the youth club can be restarted. We are talking to the youth club committee members about ways the parish council can provide support.

Matters for discussion:

8) **Meetings**

- a) The next meeting is at 5pm on Monday 8 November – the only time slot the hall is available. A decision needs to be made about December and meetings into next year.
- b) SW noted 5pm can be difficult for working people to attend but perhaps there could be some flexibility allowing Members of the Public to raise a matter at any point in the meeting.
- c) ZM added more people are working from home and 7.30pm start means the meeting sometimes doesn’t end until half nine or later.
- d) After discussion, it was unanimously agreed meetings should be held in the main hall (the pavilion being too small to provide adequate social distancing). Meeting start time preferred at 6.00pm – Clerk felt this may be difficult with other hall bookings – she will find out.

9) **WSCC Transport Consultation response** – discussed at 7b) & 6j) above.

10) **Platinum Jubilee 2022 plans** – discussed at 7f) above.

- a) MH noted meeting held with the Village Hall (also attended by EM/GM/MR) no decisions made and nobody volunteered to lead. He made it clear it was not a PC responsibility but councillors, as individuals, may wish to be involved. At present we have not been advised of any available grants.
- b) MH added the Village Hall are likely to discuss at their meeting this week.
- c) In response to a question SW noted there are currently no plans at Rake but they are likely to be decided nearer the event date.

11) **Finance report and matters**

- a) GM noted the finance committee has met twice in the last few weeks and gone through expenditure against budget figures in detail.
- b) He sought feedback on committee recommendation to raise the precept from £30,925 to £37,070. There has been no increase for the last 7 years, partly due to the build-up of reserves. Some of these have been spent during the last few years and they have diminished from over £60,000 to approximate £30,000 – roughly the level of our precept. The proposed charge for a band D property from £39.30 to £47.11 is an increase of 20% but only £7.81. We have been supporting local and national groups that help parishioners. GM would like to be able to bench mark our precept spend/services with similar parishes and though it is not easy to compare like for like he is going to try and share the outcome more broadly. After some discussion about feeling comfortable about the increase GM’s proposal of **resolution ‘to increase the precept from £30,925 to £37,070’** was seconded by MH and unanimously approved. Clerk explained the detail behind the total will be revisited by the November finance committee meeting for approval at December full council meeting.
- c) GM asked KOK if there was any indication of DC/CC increases? She explained they both have financial challenges and increases are as yet unknown but the CC has a 5% ceiling that it can’t exceed without holding a referendum.
- d) Non-cheque signatory – EM to check the reconciliation.
- e) Bank payments authorisation – MH and SW to approve this month’s online payments.

Receipts and payments approved:

Receipts noted:		
Chichester District Council	Precept – second tranche	£15,462.00

Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
Unity Trust Bank	Monthly account fee x 3 months	£18.00
Southern Water	Fyning recreation ground supply	£15.75
Simon Wright	Fyning Recreation grounds maintenance	£315.00
APH Tree Care	Bull Hill hedge cutting	£480.00
Fred Fosberry	Rogate playground bins-6 months	£90.00
Geoff Cornwell	Rake Recreation Ground grass-6 months	£90.00
Julie Reed	Bus shelter cleaning-6 months	£90.00
Mick Butcher	Bus shelter cleaning-6 months	£90.00
Sean Farren	Hugo Platt playground grass-2 months	£30.00
R&T News	Subscription	£125.00
Rogate PCC	Churchyard grant	£2,000.00
Terwick PCC	Churchyard grant	£800.00
START CLT	Grant	£300.00
Citizens Advice East Hampshire	Grant	£300.00
Age Concern	Grant	£300.00
Midhurst food bank	Grant	£300.00
Rogate Tennis Club	Grant	£600.00
Noticeboard Company	New board for Rogate shop wall	£1,048.90
Trish Walker	Minute taker for September meeting	£43.75

Committee reports:

12) Planning Committee -

- a) The minutes of the Planning Committee meeting of 31st August 2021 were received.
- b) The Planning Committee meeting on 18th October 2021 was noted.
- c) SW noted a revised application has been submitted for the site adjacent to the Flying Bull which still includes space for a footpath through to the playground though in a slightly different location.
- d) There was some discussion about enforcement and tree works; if information is passed to the Clerk these matters can be reported to the appropriate authority.

13) Finance Committee –

- a) The minutes of the Finance Committee meeting of 26th April 2021 were received.
- b) The Finance Committee meeting on Monday 29th November 2021 was noted.

14) Open Spaces

- a) The minutes of the Open Spaces Committee meeting of 26th July 2021 were received.
- b) Update from 27 September – covered elsewhere.
- c) The Open Spaces Committee meeting on Monday 22nd November 2021 was noted.
- d) We have unsuccessfully tried to obtain a second quote for playground repairs required following the annual inspections. The quote from R.J. Playgrounds was accepted by Open Spaces subject to AC discussing possible measures to extend the life of the wood.
- e) OS recommendation for an Information board for Fyning Recreation Ground had been circulated by LC with agreement from the finance committee. EM had looked at grants but you can't purchase the item until a decision is given. After discussion, and in consideration of low cost, MR's proposal of **resolution 'to purchase an information board for Fyning Recreation Ground from High Weald Furniture Ltd at a cost of £645'** was seconded by EM and unanimously approved.
- f) SW met a contractor onsite at Oliver's Piece to look at options for a handrail to make it easier for the less able bodied to have safe passage from the footpath to the bench. He circulated a quote for works from Andrew Stead including the renovation of the steps (the treads slope) and a handrail – oak £507/treated pine £379 (though SW didn't feel oak was necessary). AC had looked at a metal system (without renovating the steps) which was likely to cost £347. After discussion it was agreed, SW will talk to AC before a decision is made at the November meeting.

Working groups:

15) RATA – AC's report had been circulated prior to the meeting

- a) WSCC Highways contractors commenced the physical road works of the Community Highways Scheme on 4 October and is expected to be completed in 6 weeks.

- b) An application has been submitted to WSCC Highways for the permission for the Rogate Road Residents Association self-funded gateway at the commencement of the 40mph zone.
- c) SID for Rogate Road, Hillbrow – quotes from WSCC highways approved contractors to install the ‘slotted traffic post’ required: Balfour Beatty: declined quote; Wilbar Associates Ltd £1,103.76+vat with 2-week lead time; WSCC Volunteer Group – quoted for wrong spec post and pressure of their work is likely to result in a long lead time. Rogate Road Residents Association are keen to have the post in place and are content to make a further donation to the Parish Council of the full cost of the slotted post as quoted by Wilbar Associates. Therefore, SW’s recommendation of **resolution ‘the Parish Council accept a donation from Rogate Road Residents Association of £1,103.76 to cover the cost of installation of a slotted traffic post as quoted by Wilbar Associates Ltd and that as soon as this donation is received into the Parish Council bank account the order is placed for the work’** was seconded by GM and unanimously approved.
- d) It was agreed it is good to see some parishioners getting involved in traffic matters and to include something in the chairman’s R&T letter about ‘local residents taking action after being inspired by the PC bought SID’s’. KOK noted that Rogate is exceptional in having 2 Community Highways Schemes accepted and implemented in recent years.
- e) MR asked about email received from a MOP asking for gateway at Fyning and the cutting back of foliage obscuring the view of signs. KOK noted Highways would not install a gateway but if they agree specification and plans from a PC they will issue a permit allowing the PC to have a gateway installed. Reports of sign problems can be reported on ‘lovesussex’ by anybody.

16) Drainage issues/operation watershed – MH noted WSCC were due to clear and jet the drains at North Street today after which we hope there will be more information available on their condition. Clerk noted they appear not to have arrived; she will investigate and keep KOK informed.

17) Projects and grants – EM reminded the meeting of Biffa grant awards that can be used for recreation and bio-diversity projects costing £10-75k with 10% self-funding that could be met from crowdfunding. Unfortunately, Biffa award would not be suitable for hall solar panels but she will look at other options. Some grants can’t be made by the parish council but different organisations could help each other. She will circulate the criteria and urged members to consider projects.

Village organisation reports:

18) Rogate and Rake Schools – KOK noted that Compton (as one of the school federation) has just had an Ofsted inspection. GM noted that Rogate School choir has been restored.

19) START (Community Land Trust) – MR noted their AGM was attended by 40 members with directors being re-elected. There may be a chance for START to develop the affordable house at Flying Bull site.

20) Rogate & Rake Village Halls – MH noted Rogate VH are meeting on Wednesday. Return of users is patchy and the winter causes some social distancing problems with heating, ventilation & capacity.

21) Youth Club – MR noted Ann Arnold is unable to take this any further but hopes the Sussex Clubs for Young People will be able to help the club re-open.

22) White Horse – MR noted there is concern about the ongoing deterioration of the listed building.

23) Correspondence -

- a) Emails as previously circulated. MH noted we obtained advice on protection trees in the village – we are unable to obtain a TPO unless a tree is threatened even if it is considered to be a public amenity. The beech tree a MOP was concerned about is within the conservation area so would be protected.
- b) Bank statements received – filed in finance file.

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

25) Date of next meeting – the next Full Parish Council Meeting will be on **Monday 8th November 2021 at 5.00pm at Rogate Village Hall.**

There being no further business the meeting closed at 6.25pm.