## Rogate Parish Council logo with a black stags head

Full Parish Council

Meeting - Agenda

Monday 13th December 2021

Notice is hereby given of a meeting of Rogate Parish Council is to take place on Monday 13th December 2021 via ‘Zoom’ video conferencing commencing at 5.30pm.

Members of the public are welcome to join – please contact Clerk ahead of the meeting for instructions (clerk@rogateparishcouncil.gov.uk).

Chairman: Max Harwood [www.rogateparishcouncil.gov.uk](http://www.rogateparishcouncil.gov.uk) Vice-Chairman: Adrian Collins

[max.harwood@rogateparishcouncil.gov.uk](mailto:max.harwood@rogateparishcouncil.gov.uk) [adrian.collins@rogateparishcouncil.gov.uk](mailto:adrian.collins@rogateparishcouncil.gov.uk)

## Recording of the meeting – to be noted

## Parish Councillor vacancy

## To receive and approve apologies for absence

## Declarations of interest of items on the agenda

## Minutes of last meeting – to approve and sign the minutes of the meeting held on the 8th November 2021 as a true record.

## Representations from the Public

## Reports from County & District Councillor

## Chairman’s Report – to be circulated

Matters for discussion:

## Consultation – West Sussex Fire and Rescue (closing date 21 January 2022)

## Jubilee 2022 – CDC grant

## Confirm nomination to re-appoint Stephanie Garwood as Parish Council trustee to the George Street Trust.

## Rogate and Terwick Housing Association (East Lodge/Hugo Platt) transfer of business

## To approve the budget/precept for 2022-23

## Finance report and matters

### Monthly finance report to the Council.

### Non-cheque signatory to check reconciliation.

### Bank payments authorisation – to approve signatories for this month’s payments.

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| --- | --- | --- |
| Receipts to be noted: | | |
| HMRC | VAT refund | £797.01 |
| Payments to be approved: | | |
| Clerk/RFO | Salary/PAYE/Pension | Undisclosed |
| Debbie Harknett | Zoom video conferencing monthly cost | £14.39 |
| Rogate Village Hall | Room hire | £22.00 |
| Southern Water | Fyning water supply | £9.29 |
| Debbie Harknett | Clerks’ expenses | £81.42 |
| Roger Fitter | Woodland management advice | £125.00 |
| Society Local Council Clerks | Annual membership | £171.00 |
| Max Harwood | Chairman’s expenses | £100.00 |
| Notice Board Company (UK) Ltd | Noticeboard for shop | £1,048.90 |
| Wilbur Associates | Installation of SID slotted post at Hillbrow | £1,312.51 |
| High Weald Furniture Ltd | Fyning Rec information board | £774.00 |
| Andrew Stead | Oliver’s Piece steps and rail | £379.00 |

**Committee reports:**

## Planning Committee

### To receive minutes of the Planning Committee meeting on 18th October 2021.

### To note planning committee meeting on 14th December 2021.

## Finance Committee

1. To receive minutes of the Finance Committee meeting on 4th October 2021.
2. To note Finance Committee meeting on Monday 25th April 2022.

## Open Spaces Committee

### To receive minutes of the Open Spaces Committee meeting on 27th September 2021.

### To note Open Spaces Committee meeting on Monday 24th January 2022.

1. Meeting update 22nd November 2021.

Working Groups -

## RATA

### Update on Community Highways Scheme and proposal for a village gateway at Rake.

### Update on SID and proposed village gateway for Rogate Road, Hillbrow.

## Drainage issues/operation watershed

## Projects and grants

**Village organisation reports -**

## Rogate and Rake Schools

## START (Community Land Trust)

## Rogate and Rake Village Halls

## Youth Club

## White Horse

General:

## Correspondence –

* Emails as previously circulated.
* Bank Statements received – filed in finance file.

## Information for Council (for noting or inclusion on a future Agenda)

An opportunity for Councillors to note or include matters on future Agendas.

## Date of next meeting

To confirm the date of the next Full Council Meeting, is scheduled to be at 5.30pm on Monday 10th January 2022 at Rogate Village Hall.

*By order of Debbie Harknett, Clerk to the Council*