



Meeting held via zoom video conferencing (due to ongoing covid pandemic) starting at 5.00pm.

Parish Councillors in attendance: Chairman Max Harwood (MH), Adrian Collins (AC), Laura Craven (LC), Mike Galley (MG), 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.

Chairman: max.harwood@rogateparishcouncil.gov.uk
www.rogateparishcouncil.gov.uk

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

- 1) **It was noted the meeting would not be recorded.**
- 2) **Apologies for absence** were received and accepted from District/County Councillor Kate O’Kelly (KOK).
- 3) **There were no declarations of interest in items on the agenda.**
- 4) **The minutes of the last meeting** held on **10th January 2022** were approved by the Council as a true record to be signed by Chairman.
- 5) **Public representation – see 9) below**
- 6) **County & District Councillor reports** – KOK’s report had been circulated prior to the meeting:
As County Councillor
 - a) Covid data has decreased slightly – 1,226 new cases in Chichester; 8,903 in WS for 7 days to 8 February with 1,374 in hospital in SE region on 23 Jan.
 - b) The next round of Community Highways Schemes have been announced with 48 applications and 25 successful. Details <https://westsussex.moderngov.co.uk/documents/s29470/190122CommunityHighwaySchemes202021Update.pdf>
 - c) Change of TRO policy – new rolling programme for communities to make simple changes to the highway signs and lines.
 - d) Health and Adults Social Care Committee (HASC) met and scrutinized access to NHS dentistry – there is currently no access for routine NHS care in WS. Also looked at financial charges for vulnerable working age residents needing social care and scrutinised process when these charges increase as many complaints were received as charges were backdated. Improvements are in place.
 - e) Budget day is Friday this week when full council meets to decide – debate on live webcast. Executive are proposing 2.99% rise in County Council tax with 1% specifically for adult social care. The LD group are suggesting amended budget with items to include an Active Travel Officer; more resource for bus team; more community OT provision; more support for carers; children’s mental health increased provision; climate funding.
 - f) County local forum 1st March 5-6pm at The Grange, Midhurst – an opportunity to ask questions about county matters (can be submitted in advance or asked on day).
As District Councillor:
 - g) Trees – she and Nick Heasman, SDNP met with Jane Hull, Forestry Commission Regional Director regarding the recent felling of 14 oak trees in the village. They expressed their concern about the situation reflecting the feeling in the community. Jane is going to report back after investigating.
 - h) Year of Culture – 2022 is an anniversary year for Pallant Gallery (40-years); Chichester Festival Theatre (60-years); New-park cinema (30-years); Novium museum (10-years); Canal trust (200-years) – lots of events planned. Info at www.thegreatsussexway.org/culture-spark-2022
 - i) Financial support – new assessment tool launched for those struggling to pay their council tax bills. Residents whose tax payments are overdue will receive a text message inviting them to complete a TellJo wellbeing survey – this is a software platform which helps local authorities identify vulnerable people who could be facing financial difficulties, poor health or other social problems. The results allow CDC to see if they can provide help or advice. www.chichester.gov.uk/helpwithfinances
 - j) Government has informed CDC they will be allocated £2.8m to distribute in rate relief to businesses who did not qualify for extended retail relief (eg factories or offices). Two further grant schemes announced are Omicron hospitality & leisure and third tranche of additional restrictions grant.
 - k) Next drop in at Milland Stores 28 February 10.30-12.30.

7) **Chairman's report** – MH had circulated a note on agenda items prior to the meeting but there was nothing to report not covered elsewhere on the agenda.

GM arrived.

Matters for discussion:

8) **Rogate and Terwick Housing Association (R&THA) proposed transfer of engagements to PHA Homes Ltd (PHAHL) -**

- a) MH noted the situation was disappointing. RPC and START (with other representatives) had a further meeting with R&THA (chaired by KOK) but R&THA will not consider discussing the leasehold option with PHA. Therefore, START/RPC/KOK have approached PHA for a meeting.
- b) EM felt that the public should be informed that the properties would no longer be in ownership of the community and felt they were not R&THA's to give away.
- c) MH noted some were older share holders who may not understand the proposal. We have tried to arrange a meeting with PHA but their chief exec has responded she is uncomfortable holding a meeting without R&THA. At the moment it is unclear how the deadlock can be broken. We are unable to look at their finances in detail or at property condition reports to know how financially viable R&THA is or if it has problems we are unaware of.
- d) SW felt the only way to get R&THA/PHA to take notice and get them around the table is to involve the press to let them know there is opposition within the community; thoughts that were echoed by EM.
- e) After discussion, it was unanimously agreed GM/MH to look at writing an article but appreciated the paper may want to write their own as there is conflict in the story.

9) **Public representation** – Nick Heasman, SDNP (NH) joined the meeting to discuss plans for a wildflower meadow at the entrance to Parsonage Estate.

- a) An interesting outcome of the pandemic was WSCC highways were later than usual cutting roadside verges which identified some interesting hotspots for wildflowers in the parish and beyond. One site was on the A272 at the entrance to Parsonage Estate where a number of interesting plants were found so the idea to maintain this as a wildflower rich area was formed and permission has been sought for the area to be managed by volunteers on behalf of WSCC through the Parish Council. It will require annual cutting and removal of plant material after the majority of species have flowered (late July-mid August). It is not only good for pollinators and nature but good for the landscape and approach to the village too. He is also going to plant a disease resistant dutch elm tree.
- b) After discussion, MH's proposal **resolution 'to support the creation of a wildflower rich area and planting of a tree on A272 by Parsonage Estate entrance'** was seconded by AC and unanimously approved. The necessary highways licences can be finalised with WSCC and NH was asked to let us know anything else needed.

The MOP left with thanks.

10) **Registration of parish council owned land**

MH noted Rake Recreation Ground registration is complete and the land registry have issued the documentation. There have been some problems with Fyning Recreation Ground documents and the solicitor has been unhelpful so Clerk has collected the paperwork. We have obtained a quote from Surrey Hills Solicitors (as recommended by Harting PC) which suggest it would cost approx. £750+vat and HMLR fees. After discussion, SW's proposal of **resolution 'to move registration of Fyning Recreation Ground to Surrey Hills Solicitors'** was seconded by MR and unanimously approved.

11) **Parish Council email accounts**

- a) MH noted there have been several recent spam emails directed at councillors pretending to be from him. The email addresses have been taken from the contact list published on our website – which includes some councillors personal emails. There is concern that some members do not use their @rogateparishcouncil.gov.uk and he urged all to use – for data protection and security. EM, MR and SW offered to look at using their pc email address.
- b) Some councillors are reaching the allocated email storage allowance; AC offered to work with the Clerk to investigate the options.
- c) Clerk to circulate the document retention policy.

12) **Jubilee grant – to consider application to CDC**

- a) MH reminded the meeting that CDC are offering grants of up to £250 on a first come basis.
- b) MR noted village events to mark the Jubilee were still undecided and suggested a joint effort with the hall could bring the two main Rogate communities together. Possibly a nameboard for the hall which

could carry a jubilee logo and PC name as well as naming the hall.

- c) AC had been looking at Parish Online mapping website – as a public body we have access to detail not available to the general public. He shared an example with lots of different layers and looking at aerial images. It was agreed it would be a good resource for the parish council so LC's proposal of **resolution 'to subscribe to parish online at a cost of £100pa'** was seconded by MR and unanimously approved.
- d) AC had investigated creating a simple/functional map of the recreational facilities in the parish – with detail of public spaces, rights of ways, SSI, serpent trail etc. V signs can produce an aluminum sign in A3 £35/A2 £70 though there would also be an additional cost for artwork at £40ph. Suggestion 4 maps (with jubilee logo) to be displayed on the side of the bus shelters etc. It was unanimously agreed this was a good idea and to apply for the CDC grant for this – EM/Clerk to complete application.

13) Annual parish meeting – the Clerk noted meeting is currently booked for Thursday 7 April and needs to be held between 1 March-1 June. After discussion, it was agreed to delay until Thursday 26 May (if hall available) to enable a face-to-face meeting.

14) Protecting trees in the parish

- a) MH noted the removal of a line of old trees in a field at the bottom of Fyning (as mentioned in KOK's report) had upset a lot of people. It appears the owner was told he didn't need permission – concern over this advice has been expressed to the Forestry Commission. GM suggested we write to owner, explain people were upset, and see if we could better understand the reason behind the felling.
- b) SW noted we had previously been told a tree had to be considered to be 'under threat' for a TPO application to be made but the application process and notes do not support that – a tree has to be considered to have an amenity value and be visible from the highway or footpath.
- c) After discussion it was agreed Open Spaces to look at trees for possible TPO applications and report back to full meeting.
- d) Clerk added existing TPO's can be checked on CDC 'up my street website'. Forestry Commission felling licence applications are on their website during both their 28-day consultation period and 28-day post-approval period but she has been unable to find information on existing licences.

15) Community Service volunteers

- a) MH noted email from West Sussex Youth Offending Service offering a free service (with the payment of any materials used). They have worked with other parish councils and wondered if we had any projects. After discussion, it was agreed to ask if they would help with The Dell, cutting back the overgrown trees, repairing the seat and clearing the paths. LC volunteered to liaise with their Officer.

SW left the meeting.

16) Finance report and matters

- a) GM noted the budget progress to-date had been circulated ahead of the meeting and questions answered.
- b) Non-cheque signatory would not check the bank this month.
- c) Bank payments authorisation – AC and GM to approve this month's online payments.
- d) AC noted we need to be prepared for comments about the PC precept increase when details are publicised as the % looks high. GM reminded the meeting we have good reasons.

Receipts and payments approved:

Receipts noted:		
HMRC	VAT refund	£842.02
Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
Rogate Village Hall	Playground lease	£25.00
Rogate Village Hall	Playground grounds maintenance	£141.75

Committee reports:

17) Planning Committee -

The minutes of the Planning Committee meeting of 4th January 2022 were received.

18) Finance Committee –

The zoom Finance Committee meeting on Monday 25th April 2022 was noted.

19) Open Spaces

- a) The minutes of the Open Spaces Committee meeting of 22 November 2021 were received.
- b) The zoom Open Spaces Committee meeting on Monday 28th March 2022 was noted.
- c) Update from Open Spaces Committee meeting of 24th January 2022. MH noted we have approached the handyman to see if he can help with the rotten retaining logs at the village playground.

Working groups:

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

- a) Village gateway for Rake - following the statutory 28-day notice period WS Highways have today issued the S115 consent for the siting of the gateway on London Road verge near Oliver's Piece.
- b) A works order for the supply of the gateway (as previously approved) will now be submitted to Glasdon UK as the lead time for delivery is about 6 weeks.
- c) Rogate Road village gateways are due to be delivered in the next 2 weeks. WSCC volunteer group has been contacted about their availability for the installation.

21) Drainage issues/operation watershed – North Street

- a) MH noted WSCC have now agreed to do a drain survey but we do not have a date.
- b) Landbuild are visiting this Thursday to look at the site/problems and see if they can suggest any solutions for which an Operation Watershed application could be made. The Clerk is attending along with some residents who will share information. Nobody responded to MH's request if anybody else was willing to be involved.

22) Projects and grants – currently no projects

Village organisation reports:

23) Rogate and Rake Schools – MH noted reports from parents are that Rogate is doing well and gaining pupils.

24) START (Community Land Trust) – MH noted they have been working on the R&THA project.

25) Rogate & Rake Village Halls – MR reported a team is planning Jubilee events with plans for a Family fun day on Saturday 4th June and community lunch on Sunday. There are also plans to set up a big television to watch various national celebrations but this requires fund-raising.

26) Youth Club – MR reported after difficult negotiations about re-establishing the lease, it has all been signed and paid. Sussex Clubs for Young People have been appointed and the youth club should open at Easter. Ann Arnold is prepared to help start it but unable to make a longer-term commitment.

27) White Horse – MR noted he, along with members of START and the pub group are due to meet with Tim Slaney, SDNP planning this week. There are questions about if permission could be granted to convert into housing and about the maintenance requirements of a listed building within the conservation area. It appears the price of the pub has been reduced to £375,000 but, given the buildings deterioration, it is probably still considered too high.

28) Correspondence -

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.
- c) Approach from Shine Radio (as circulated) MR/MH offered to try get school/hall/shop involved.

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

30) Date of next meeting – after some discussion and consideration of the risk about the ongoing covid situation it was agreed to try to return to face-to-face meetings in April with further discussion about risk mitigation next month. Therefore, next **Full Parish Council Meeting** will be on **Monday 14th March 2022 at 5.30pm via zoom video conferencing.**

There being no further business the meeting closed at 6.34pm.

Chairman:

Max Harwood