



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 Maclehorse (ZM), Elena McCloskey (EM), Gerard McCloskey (GM), Mairi Rennie (MR) and Steve Williamson (SW).

There were two members of the public in attendance.

Clerk: Debbie Harknett

District/County Councillor: Kate O'Kelly

Chairman: max.harwood@rogateparishcouncil.gov.uk

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Clerk: (Debbie Harknett) clerk@rogateparishcouncil.gov.uk

- 1) It was noted the meeting would not be recorded.
 - 2) There were no apologies for absence as all members were present.
 - 3) There were no declarations of interest in items on the agenda.
 - 4) The minutes of the last meeting held on 14th February 2022 were approved by the Council as a true record to be signed by Chairman.
 - 5) **Representations from the Public were in regard to item 8) Rogate and Terwick Housing Association (R&THA) proposed transfer of engagements to PHA Homes Ltd (PHA)**
 - a) MH noted a group including representatives of the PC, START, Graham Maunders (Action in Rural Sussex) and the Rector attended a meeting with (PHA) - Denise Rajchel (CEO) and Paul Shergold (Director of Operations). As this was arranged any thoughts of involving the press were considered inappropriate at that time.
 - b) Notes from the meeting had been circulated prior to the meeting to all attendees, Councillors and R&THA board. The group felt it was a productive meeting with an open discussion. PHA offered to include a local allocations policy; potentially to expand the offer of a place on their board beyond R&THA to the wider community (through the PC) and they made no secret of the likelihood of East Lodge (EL) site being redeveloped at some time in the future. They offered reassurance that EL is still viable, and planned improvements (windows and cladding) along with investigating a new heating system will proceed. However, letting flats had proved a challenge and with tenant requirements changing EL was no longer a choice for some people. PHA wanted to proceed with the transfer, having invested a lot of time and money, and didn't think their board would consider a lease option but did agree that a working party from the village could be involved in future development plans.
 - c) Peter Moss, Chairman of R&THA has asked for a further meeting which is to be arranged.
 - d) A MOP addressed the meeting on behalf of R&THA and explained they were unaware of development plans and felt they would cause a lot of unnecessary angst for residents. Planned repairs were not cheap and the building was not yet written of. Their prime responsibility was to the residents for whom they feel responsible to look after in the best way possible.
- SW, ZM and KOK joined the meeting.
- e) Neil Ryder (NR), START wondered if PHA would still consider it worthwhile investing in planned repairs though planning permission would take several years. He urged a delay to allow consultation on potential future development now, before the transfer of agreements, so the community could be fully involved. It would then be a new site which would be better suited to a leasehold agreement. START could not do this – R&THA, as a housing association, would have to be retained.
 - f) The R&THA MOP reminded the meeting the site isn't very big; is in a conservation area and there are grants locked onto it which put limits on how it could be used in the future. He felt R&THA didn't have the staff or strength for development project. NR added START would provide people to help.
 - g) After a lot of discussion it was agreed there were still questions to be answered but the preference remained to try to keep the freehold within community ownership.
 - h) MH reminded the meeting the PC have one share; when a formal resolution is put to shareholders it will be up to the PC (as a whole) to decide how to vote.

The MOP's left with thanks.

6) County & District Councillor reports – KOK's report had been circulated prior to the meeting:

As County Councillor

- a) She has asked the cabinet member public health to investigate poor ambulance response time in Rogate following the recent tragic incident.

- b) WSCC are working on ash die-back affected trees in Rogate area between 28-31 March – A272 Terwick Lane to Old Rectory/Mills Farm Road to Terwick Hill/London Road to Durford Lane – all will involve night-time closures of sections of road from 8.00pm-6am with signposted diversions in place.
 - c) Ukraine – both councils are flying Ukrainian flags. WSCC had cross party agreement to write to Ukrainian ambassador offering support and the Prime Minister calling on him to align our policy on sanctuary of Ukrainian refugees with Europe. They have asked CDC to do the same.
 - d) Government website how to register to host a family/individual www.gov.uk/guidance/local-sponsorship-scheme-for-ukraine.
 - e) Good turnout at Grange exhibition about Midhurst greenway.
 - f) TRO change of policy with new rolling programme for communities to make simple changes to highway signs and lines has been agreed.
 - g) Offer of Community Highway Partnership to allow parish/town councils to undertake a variety of maintenance activities (grass/vegetation cutting, maintaining roundabouts, cleaning signs, clearing gullies etc) if they want to by signing a service level agreement with WSCC.
 - h) Full council agreed budget 2.99% rise in County Council tax with 1% specifically for adult social care.
- As District Councillor:
- i) Budget agreed included £5 increase in council tax. They put in two amendments (Landscape Officer to help with enforcement in new developments and new Economic Development Team Officer looking at supporting businesses specialising sustainable activities) which got cross-party agreement.
 - j) 2022 Year of Culture is 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.
 - k) Next drop in at Milland Stores 28 March 10.30-12.30.
 - l) In response to AC's question KOK said she felt the change in TRO policy would allow them to be a little more responsible.
 - m) SW expressed frustration at the community highway partnership which involves parishes taking on county responsibilities. KOK explained it is voluntary but gives PC's the opportunity to do works and they have the ability to increase council tax to cover costs whereas CC increases are restricted unless approved by a referendum.

7) Chairman's report – MH's report had been circulated ahead of the meeting:

- a) Annual parish meeting – Thursday 26 May 2022 at 7.00pm
- b) Parish Council email accounts – website host email circulated suggesting increased vigilance against hackers and information on setting up PC email has been shared.
- c) Trees in the parish – following recent felling of trees in Fyning the Forestry Commission (FC) investigation response had been circulated. The loss of these trees is still receiving comments from and will be discussed at the open spaces meeting. KOK noted comments have just been received from Nick Heasman, SDNP with the recommendation (and advice) we submit a formal complaint to the FC. Unanimously agreed comments to be shared and complaint aligned with KOK & NH.
- d) Community Service volunteers - No response back to email sent.
- e) Approach for bee garden in village (Holly Green, ITV Weatherperson) – put in contact with Nick Heasman who is doing the area by Parsonage entrance but also had offer from Rogate Village Hall.
- f) Eco Rother Action (ERA) – are looking at creating a wildflower area on the A272 opposite to the Alpaca field and will seek PC support if they can get the landowners agreement.
- g) Fyning land registration – documents sent to new solicitor and agreement signed.
- h) MH noted Nick Heasman arranged SDNP grants for the cost of Elm tree (£289), tree guards, wildflower seed (£509) and volunteer labour at Parsonage. MH's proposal of **resolution 'PC to cover £59.05 cost of the scarifier hire'** was seconded by LC and unanimously approved.

Matters for discussion:

- 8) Rogate and Terwick Housing Association (R&THA) proposed transfer of engagements to PHA Homes Ltd (PHAHL) – see 5) above**
- 9) Annual litter pick** – LC offered to organise again this year. After discussion it was agreed to hold on Saturday 30th April 2022; ZM will help with the arrangements and LC will write item for R&T magazine.
- 10) Future parish council meeting and risk mitigation** - Clerk noted we would need to vacate the main hall before 7.30pm. After discussion, it was unanimously agreed to hold meetings at 5pm in the hall (where there was more space) and suggest people carry out a lateral flow test before attending.

11) Emergency plan review following recent storms

- a) MH noted a lot of people were without power, some for 5 days. We received an email from the hall asking about the PC emergency plan and what can be done in the future.
- b) KOK noted WSCC are required to have a resilience plan and their Active Community team are able to help villages with planning and information and could be a useful resource.
- c) AC felt communities/people were self-reliant helping each other and the communities within Rake and Rogate tended to be different.
- d) MR noted there was a previous successful grant bid to buy a generator for Rogate hall with the help of Gordon McAra but comments from the village were it was too far from Parsonage/Fyning and therefore it didn't go ahead.
- e) AC reminded the meeting our current policy is simple – a meeting would be called if there was an emergency to define the problem and see what could be done. To offer more requires a lot of organisation and volunteers taking on responsibility.
- f) SW suggestion as the trigger point for calling a meeting was unclear perhaps any 3 councillors could decide to call a crisis meeting if they thought a situation was bad enough; this idea was unanimously supported. AC added that emergency resource information also needs to be reviewed.

12) Rogate Combined charities

- a) Clerk explained this is an old charity for which the PC are meant to appoint a trustee and it needs some help updating or closing. GM's proposal of **resolution 'LC to be appointed as PC nominated trustee to Rogate Combined Charities'** was seconded by MR and unanimously approved.

13) Finance report and matters

- a) GM noted the budget progress to-date had been circulated ahead of the meeting.
- 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.

Receipts and payments approved:

Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
Debbie Harknett	Clerks' expenses – 3 months	£55.76
Glasdon UK	Rogate Road village gateways	£1,348.56
Parish Online	Mapping subscription	£108.00
Mick Butcher	Rogate & Fyning bus shelter cleaning-6 months	£180.00
Sean Farren	Hugo Platt grounds maintenance-6 months	£90.00
Fred Fosberry	Bin emptying/cleaning-6 months	£90.00
Geoff Cornwell	Rake Recreation ground maintenance-6 months	£90.00
Nick Heasman	Scarifer hire cost	£49.05

Committee reports:

14) Planning Committee -

- a) The minutes of the Planning Committee meeting of 7th February 2022 were received.
- b) The zoom Planning Committee meeting on 28th March was noted.

15) Finance Committee – The next Finance Committee meeting was planned for Monday 25th April 2022 but GM noted he couldn't attend that day so Clerk will re-arrange.

16) Open Spaces

- a) The zoom Open Spaces Committee meeting on Monday 28th March 2022 was noted.
- b) MH reported we have received an alternative quote to replace the rotted logs that are retaining the bank by the tunnel at Rogate playground. AC's proposal of **resolution 'to instruct Andrew Stead to replace the logs at a cost of £400'** was seconded by GM and unanimously approved.

Working groups:

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

- a) Traffic data shows the effect of the Rake Community Highways scheme with the average speed in both directions reducing from 40.4mph (2019) to 34.6 (without SID) to 33.2 (with SID). Volume of traffic is similar to pre-pandemic with total average of 6,500 vehicles a day in both directions.

- b) Village gateways for Rogate Road, Hillbrow have been delivered. The WSCC volunteer group is unable to install them until May at the earliest but he has managed to find an alternative licenced highways contractor to install within the budgeted cost. Rake village gateway delivery is due in May.
- c) Enquiry submitted to WSCC Highways re speed limit on 40mph stretch of A272 at Fyning Junction was submitted following MOP representation at November PC meeting. Response received (and shared with MOP) last week referred to Rogate traffic calming scheme, associated TPO and relevant highways policies and concluded there being no prospect of reducing the 40mph speed restriction.

18) Drainage issues/operation watershed – North Street - Clerk noted we are still waiting for date for highways to complete the drain survey and Landbuild's report following their site visit last month.

**19) Projects and grants –
Jubilee grant – update**

- a) Clerk applied for CDC Jubilee grant for maps as agreed at last month's meeting but it wasn't accepted. AC noted the grant would have allowed us to use a graphic designer but something may still be possible as a PC project; he will investigate further.
- b) Clerk reminded the meeting grants were awarded on a first-come-first served basis. The only other suggestion before the council had been ideas from Rogate village hall for planting fruit trees to start a community orchard and various events for the jubilee weekend. As there was no other suggestion a grant was applied for and accepted for £250 to cover the cost of purchase of 6 trees @ approx £25 each with the remainder towards hire cost of screen & speakers to enable national celebrations to be publicly screened during Jubilee events.
- c) SW reported Rake have decided to hold a picnic on Sunday which would be self-funding but if the PC wanted to make a £50 donation towards the cost of music it would be welcome. The idea was supported by the council so MH asked for a request to be made to next month's meeting.

Village organisation reports:

20) Rogate and Rake Schools – no update.

21) START (Community Land Trust) – MH noted they have been involved with the R&THA discussions.

22) Rogate & Rake Village Halls – MR reported Rogate Village Hall bookings are returning well. There are hopes of some football in the autumn and plans to re-surface the all-weather court to encourage its use though there are concerns about dog fouling the pitches. SW added the booking situation is similar at Rake Village Hall.

23) Youth Club – MR reported Ann Arnold is unable to help with the Youth Club because of her illness and has handed the responsibility to the Village Hall Trustees and Committee to work with the Sussex Clubs for Young People with the intention of re-opening at Easter.

24) White Horse – MR noted he, along with members of START and the pub group met with Tim Slaney, SDNP Director of Planning. TS has written to Harvey's about the deterioration of a listed building within a conservation area. The listing as an asset of community value (which lasted 5 years) has now expired and it can't be extended or renewed.

25) Correspondence -

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.
- c) Approach from Shine radio – GM has spoken to the presenter Claire Vennis – the Village Hall, shop and possibly the school are going to be involved with interviews hopefully being held early in April.

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

27) Date of next meeting – the next **Full Parish Council Meeting** will be on **Monday 11th April 2022** at 5.00pm at Rogate Village Hall.

There being no further business the meeting closed at 7.28pm.

Chairman:

Max Harwood