



Meeting held at Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Chairman Max Harwood (MH), Adrian Collins (AC), Laura Craven (LC), Zoe Macle hose (ZM), Mairi Rennie (MR) and Steve Williamson (SW).

Clerk: Debbie Harknett

There were no members of the public in attendance.

Chairman: max.harwood@rogateparishcouncil.gov.uk

Vice-chairman: adrian.collins@rogateparishcouncil.gov.uk

www.rogateparishcouncil.gov.uk

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

1) It was noted the meeting would not be recorded.

2) Election of Council Chairman and Vice-Chairman

- a) The Clerk sought nominations for the Chair – LC's nomination that MH continue was seconded by SW. With no other nominations and all members in favour MH accepted and took the chair with the proviso that he would like more help from Councillors.
- b) MH sought nominations for Vice-Chair – SW's nomination that AC continue was seconded by LC and with no other nominations and all members in favour AC accepted.

3) Apologies for absence were received from Mike Galley (MG), Elena McCloskey (EM), Gerard McCloskey (GM) and Kate O'Kelly (KOK), District/County Councillor.

4) There were no declarations of interest in items on the agenda.

5) The minutes of the last meeting held on **11th April 2022** were approved by the Council as a true record to be signed by Chairman.

6) There were no representations from the Public

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

As County Councillor:

- a) Buses – from April 2022 there is a new Enhanced Partnership Plan between WSCC and bus operators. WSCC have received £17.4 million (£12m capital/£5.4m revenue) for 3 years to improve bus services. They bid for £90m and there is no explanation why they got less than other LA's. Current government bus recovery plan (with funding to bus operators) ends in October 2022.
- b) Stagecoach Number 54 bus service running north-west Chichester is subsidised by WSCC who have said discussion are underway with Stagecoach and Community Transport Sussex regarding its future. Could become a flexible on-demand service or linked with school minibuses. She has written to cabinet member and all public transport team for clarification of plans – if service becomes demand responsive the community will need detail of how it is going to work to have any confidence in the potential loss/change of service. *Clerk note: bus route 54 runs from Petersfield to Chichester via Rogate and South Harting and was part of the discussion parishes had with WSCC in 2018/19.*
- c) Ukraine – issues of visa delays and bureaucracy nightmare faced by potential hosts was raised at full council. Community team is main contact - email ukrainesupport@westsussex.gov.uk.
- d) Rother Valley Way cycling MAC meeting had update from SDNP Officer who is working on this. First meeting of Friends of RVW to meet on 10 May in Midhurst. Friends group will lead and progress scheme with Phase 1 Petersfield to Nyewood along the railway alignment as much as possible.

As District Councillor:

- e) Housing – new temporary accommodation has been built and opened at Freeland Close, Chichester providing 17 flats which should decrease need for B&B accommodation.
- f) CDC are supporting the sunflower scheme to recognise hidden disabilities and all customer service staff have completed training. Info at www.hiddendisabilitiesstore.com.
- g) Chichester is celebrating season of culture in www.thegreatsussexway.org/culture-spark-2022.
- h) Financial help for residents - <https://www.chichester.gov.uk/helpwithfinances>.
- i) Energy bill rebates - council taxpayers in bands A-D will receive one-off £150 support payment. Scheme administered by CDC who are prioritising those paying by direct debit.
- j) Next drop in at White Hart, Harting Monday 6th June 10.30-12.30.
- k) ZM noted concerns have again been raised about the display of planning application notices and neighbour notification letters. The Planning Officer has said they put up the notice and comments are accepted for 21 days afterwards. KOK has been asked to investigate letters.

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

- a) East Lodge planter - he has checked its condition and the outside appears ok but it is probably rotting from inside out. The Garden Club are going to replant again this year with the PC meeting any costs.
- b) Trees – he and AC are attending a meeting tomorrow with the Forestry Commission, CDC Planning Tree Officer, Nick Heasman SDNP, KOK and Philip Lymbery to discuss FC's failure over tree felling by Garbett's Lane and safeguards that may be put in place. Phillip Lymbery has offered to help as a tree warden – terms of reference to be discussed at Open Spaces committee meeting.
- c) Shine Radio P'pod broadcast went ahead with contributions from MR, Mary-Anne Berendt, Steph Garwood from Rogate School, Marcus Batty and MH. Clerk to share website link.
- a) Rogate milestone – AC is attending a meeting with the National Trust and Stedham PC to discuss their ownership as they may belong to WSCC Highways. MH's letter in the R&T has resulted in a request to re-instate the county boundary stone which is hidden in a nettle patch beside the modern metal sign on the A272 near Durleighmarsh.

9) Formation of Committees for 2022-23 - after discussion it was agreed there were no changes.

Matters for discussion:

10) Rogate and Terwick Housing Association (R&THA) proposed transfer of engagements to PHA Homes Ltd (PHAHL) – letter from PHA had been circulated prior to the meeting

- a) LC noted her husband, John Craven had offered to help look at documents and provide a fresh pair of eyes (he has a lot of experience with housing). This was welcomed.
- b) MH reported R&THA have advised East Lodge residents the property will not be redeveloped which is at odds with PHA's letter. The other question is how the site will be redeveloped and if we should consider a public meeting to discuss the prospect of what could be a small housing estate next to Rogate Church. The inclusion of sheltered housing isn't guaranteed and despite R&THA's comments that redevelopment won't happen because new kitchens are being fitted he explained they would have no involvement in the decision as they would no longer own the site. At best, the village would have a small amount of control over the development and it is important we protect the individuals that live there. He was uncomfortable about the situation for residents and neighbours of the site.
- c) LC noted if the site becomes run down the situation will compound and nobody will want to live there. She felt it was likely to be developed in the future so we should get guarantees that appropriate accommodation would be found for the current residents and they would have priority to return to the village. She also asked about the possible inclusion of restrictive covenants but was told these would need to be sought by R&THA – we are a single shareholder with limited influence though we understand R&THA are concerned the PC could influence the vote.
- d) SW reminded the meeting there are restraints on the site – it is within the conservation area and because of old grants (though we don't know the details). He felt PHA's letter has reasonable intentions and is the culmination of two meetings but that they can't offer cast iron guarantees as a commercial operation they don't know what may change in the future and they don't want to close off options. Though he felt MH had done a good job alerting people but there had been little reaction or help from the village and he didn't think PHA are likely to make any further concessions.
- e) MR believed any redevelopment would require at least as many dwellings as are currently onsite.
- f) Clerk added PHA build social housing but discussions had considered trying to include of a small amount at market rental properties to allow for downsizing. She questioned how a local priority housing list would be kept and was informed it was through CDC/EHDC.
- g) After discussion, it was agreed MH to talk to JC to consider next steps. PHA letter to be acknowledged with thanks and to note the letter was tabled at this meeting and therefore is in the public domain and will be published on our website.
- h) SW added that EDHC and CDC should be notified of the intended transfer as it could have implications for their housing lists.

11) Annual litter pick – Saturday 30th April

- a) MH thanked LC and ZM for organising the successful event.
- b) LC reported a good turnout and thanked all those who helped. There were more volunteers though less litter than last year and many people thanking the volunteers. Some items were reported to CDC who have been quick at responding and she urged people to report fly tipping.
- c) SW noted vegetation was higher this year and LC felt next year we will try to hold a month earlier.

12) Eco Rother Action –

Request for grant funding towards Freshwater Watch Group equipment and training had been circulated prior to the meeting. MH reminded everybody they require £400 to set up the scheme with future annual costs of approximately £200. They have obtained other grants of £240. LC's proposal of resolution to 'award a grant of £160 to ERA for Freshwater Watch' was seconded by MR and unanimously approved with the agreement that any grant request for future help will be considered next year.

13) Queen's Platinum Jubilee events update

- Letter from Rev Doyle inviting contributions from organisations to be involved in putting together a Jubilee floral display and vintage exhibition in the church from 2-5th June had been circulated.
- MH noted organisers of the Rogate event had asked if the PC could help out but, after discussion, it was noted that individuals are helping with MR, LC and ZM are already involved in Rogate activities and SW in Rake's.
- MH reported on a grant request from Hugo Platt/Parsonage residents for a street party on Friday 3rd June was supported with LC's proposal of **resolution 'to award Hugo Platt street party £50'** was seconded by MR and unanimously approved.
- SW noted that Rake were going to seek a grant towards music, but it is no longer needed.

14) Appointment of new internal auditor – Clerk noted the previous local auditor, Wallis White and Co, had given no notice for being unable to continue. After some research and discussion with other councils she has spoken to Mulberry & Company whose appointment was unanimously supported.

15) Annual Parish meeting – Thursday 26 May 2022 at 7.00pm in Rogate Village Hall

MH reminded everybody he hopes they can attend and sought help with the tables and coffee etc. Clerk has issued agenda to all the village organisations and will send a reminder. LC offered to provide tea/coffee/biscuits etc.

16) Finance report and matters

- SW reported the finance committee reviewed various annual documents which had been circulated prior to the meeting. As there were no questions, SW's proposal of **resolution 'to accept the Income and expenditure, Balance sheet and Annual account statement for year-end 31/3/2022 together with reviewed Financial Regulations, register of assets, banking arrangements, risk register and internet banking policy'** was seconded by MR and unanimously approved.
- AC noted that expenditure was pretty much as expected though when comparing the year-on-year accounts last year was slightly quirky in that we were owed over £10,000 of VAT. He noted that the proportion of the precept that is for salary has gradually increased year-on-year but is reasonable. This was discussed and accepted by the finance committee as being changes in employment law and pension requirements as well as an increase in tasks for the Clerk. He explained we need to be aware when the Clerk is instructed to do something there is a cost involved for her time and ask ourselves if there are things we can do rather than asking the Clerk to do them. He gave the example of applying for highways licence which he did without the council incurring any costs.
- Non-cheque signatory would not check the bank this month.
- Bank payments authorisation – AC and SW to approve this month's online payments.

Receipts and payments approved:

Transfer noted:		
From Current account	To deposit account	£6,500.00
Receipts noted:		
Chichester District Council	Precept – first tranche	£18,535
HMRC	VAT repayment	£628.77
Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
Andrew Stead	Replacement of wooden poles at Rogate playground	384.89
V Signs	Village gateway signage	£216.00
Rogate Hall	Hall hire	£22.00
Zurich	Insurance renewal	£920.11
Eco Rother Action	Grant towards river monitoring training/equipment	£160.00
Hugo Platt residents	Jubilee grant	£50.00

Committee reports:

17) Planning Committee -

- a) The minutes of the Planning Committee meetings of 28th March & 12th April 2022 were received.
- b) The zoom Planning Committee meeting on 30th May 2022 was noted.
- c) AC noted emails concerning a planning application had been received by some Councillors and felt the planning committee should respond to them.
- d) Clerk noted that SDNP website does allow for individuals to be notified of applications within a defined area but it isn't very user friendly.
- e) MH noted a concerned over the use/occupancy of a woodland site Rogate which appears to have a post box and refuse collection – information to be passed to the planning committee.

18) Finance Committee –

- a) The minutes of the Finance Committee meeting of 29th November 2021 were received.
- b) The zoom Finance Committee meeting on 26th September 2022 was noted.
- c) Update from Finance Committee meeting on Tuesday 19th April 2022 had been covered under 16).

19) Open Spaces

The zoom Open Spaces Committee meeting on Monday 23rd May 2022 was noted.

Working groups:

20) RATA – AC noted the signs have now been fixed to the gateways. Rogate Road residents asked for their thanks to be passed to the Council for helping with the gateway cost. AC noted they have put in a good local effort and have put plants in front of the gateways.

21) Drainage issues/operation watershed – North Street – no update; Clerk will chase.

22) Projects and grants – none

Village organisation reports:

23) Rogate and Rake Schools – no update.

24) START (Community Land Trust) – MH noted since the R&THA discussions reached a dead-end there is a loss of heart to START and Neil Ryder has resigned as Chairman.

25) Rogate & Rake Village Halls –

- a) SW noted Rake Hall bookings have picked up and it is ticking along. If they have a good summer they may be more energised for some projects they are considering.
- b) MR noted Rogate bookings are almost back to pre-covid levels. Charges have been increased to cover rising costs and so far hirers have accepted this. She has been trying to get a handrail for the steps outside the Pavilion but has been told it is not allowed in case it impales a footballer - quite how likely this is compared to an elderly or disabled person falling she doesn't know.

26) Youth Club – Simon Ward (as VH Trustee) has taken over discussions with Sussex Clubs for Young People. They hoped to open at Easter but are still trying to recruit a leader. When they are ready to go the club will be let on a licence, initially for a year to see how it goes for both parties. MR added they need volunteers from the local community.

27) White Horse – no update

28) Correspondence -

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.
- c) Clerk noted planned closure of Petersfield Barclays and HSBC banks and asked if our voice should be added to any concerns. It was felt little could be done though it would strengthen the Post Office.

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

30) Date of next meeting – the next **Full Parish Council Meeting** will be on **Monday 13th June 2022** at 5.00pm at **Rogate Village Hall**.

There being no further business the meeting closed at 6.42pm.

Chairman:

Max Harwood