



Meeting held at Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Vice-Chairman Adrian Collins (AC), Laura Craven (LC), Mike Galley (MG), Elena McCloskey (EM), Gerard McCloskey (GM), Mairi Rennie (MR) and Steve Williamson (SW).

There were no members of the public in attendance.

Clerk: Debbie Harknett.

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

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

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**Clerk:** clerk@rogateparishcouncil.gov.uk

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

**2) Apologies for absence** were received and accepted from Max Harwood (MH), Zoe Maclehose (ZM) and 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 11<sup>th</sup> July 2022** were approved by the Council as a true record to be signed by Chairman.

**5) There were no representations from the Public.**

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

As County Councillor:

- a) Carers - her motion for an emergency fund to help with fuel costs ran out of time before they debated.
- b) Buses - she followed up question on improving connectivity with trains across borders into Hampshire/Surrey. No news on changes to bus service and she remains concerned Stagecoach will change some services when they lose Government support.
- c) Midhurst Area Cycling reviewed schemes pushing for better active travel in and around Midhurst and surrounding villages with a call for all groups to work closely together to avoid duplication. They will be reaching out to all parishes for financial support for their running costs, not cycling projects.
- d) SDNP have started their Local Plan Review and opened a window (closes 28<sup>th</sup> September) to try to identify potential development sites for further consideration. They have also asked communities to identify sites for Local Green Spaces designation.
- e) She called for a robust approach to the renegotiation of the incredibly costly Shaw Contract as they are currently paying for 100 empty beds every week.
- f) Census early results show WS population has increased by over 9% in 10 years, the biggest increase in over 65s which has significant implications for the workforce.
- g) Health and Adult Social Care Council looked at performance over the last quarter and workforce issues are dominant with the real challenge retention and recruitment.

As District Councillor:

- h) CDC Local Plan briefing day heard more about delays to submitting their plan and their approach to overcome transport issues. A27 improvement consultation will be delayed from planned Spring 2023.
- i) She has asked senior leadership team about plans for Ukrainian refugees rematch/rehousing should be necessary later in the year.
- j) Budget day briefing made clear challenges to the workforce is going to be a dominant issue for several years. She asked them to lobby hard to change rules about single person discount which could ease housing pressure and requested an update about early years childcare provision - if this could be improved in the county there could be opportunities to expand the workforce.
- k) Rural crime - she spoke about high levels of rural crime affecting residents with theft from car parks a significant issue. She also raised issue that Dept. of Education has still not paid grants to schools for their Ukrainian refugees which is a particular issue as more teacher assistants are required.
- l) EV charge points - CDC have still refused to join WSCC scheme and there is no plan to included CDC car parks.

Questions:

- m) Ambulance response times - Clerk noted a recent case in the parish where somebody waited over 7 hours for an ambulance before giving up and cancelling. SW added he was aware of somebody waiting over 9 hours before deciding to take the patient to A&E themselves, not cancelling the ambulance because it was too time consuming in the circumstances. Members expressed concern the quickest way to get patient to A&E was no longer by ambulance; Clerk to raise issue with KOK.

- 7) **Chairman's report** – MH's report had been circulated ahead of the meeting:
- Thanks to LC for painting the railings at The Dell and organising another successful clear-up – the volunteers have done a good job of clearing and opening up the space. We have had the bench repaired and are arranging for the larger tree that is hanging over the railings to be removed.
  - Recent extreme dry weather has raised some public concern over wildfire risk and we have been asked about our emergency plan. We have added some temporary laminated 'no fire' signs to the entrances of our land. AC added that he has ordered twenty 'fire risk' signs at a cost of £100 though SW felt the existing wooden 'no fires/no camping' signage was sufficient.
  - Owner of the dead Elm trees behind Fyning bus shelter has been located and will hopefully deal with the trees.
- 8) **Rogate and Terwick Housing Association (R&THA) proposed transfer of engagements to PHA Homes Ltd (PHA)** – MH/JC's report had been circulated prior to the meeting:  
R&THA final vote on July 18<sup>th</sup> was held by ballot (at our request) to ensure the proxy votes were included. The voting was 19 for to 5 against the proposal. We understand the transfer has to be formally approved by the Regulator of Social Housing before it is confirmed. John Craven's appointment to the board has been agreed in principle by PHA and a group of four people to work on the East Lodge development project on behalf of the residents/village has been formed.
- 9) **SDNP Local Plan Review** – SW explained the review (2 years after the plan was adopted) has called for potential development sites but to include any new sites would undermine our NP. Sites at the Flying Bull and Rogate Garage are within our NP while East Lodge wasn't considered and Clayton Court was reviewed but not felt appropriate as it was too large a site. It was noted the Flying Bull site is split over two parishes and while it is within our NP it is not within Liss NP. Therefore, after discussion it was agreed SW to suggest the missing bit of this site (within Liss parish) to be included as the split site is making it difficult to obtain planning permission.
- 10) **Consider donation to Liss foodbank** – Clerk reported she contacted Liss PC following last month's meeting – they value the service and awarded two of the organisers 'Villagers of the year' for their work during covid. They have yet to consider any grant requests this year to which SW explained they do so only once a year requiring applications months in advance. After discussion, SW's proposal of **resolution 'to award £500 grant to Liss Foodbank'** was seconded by LC and unanimously approved.
- 11) **Policy review** – documents circulated ahead of the meeting
- Supplementary standing orders (to rescind) and standing orders amended – AC explained the proposed changes were to regularise the resolution agreed last month to change the planning committee to a planning working group and give authority to the Clerk to make planning decisions in consultation with the group thereby allowing them to continue to meet via zoom. There was a further amendment to correct an anomaly which didn't allow the finance committee to make payments in accordance with the finance regulations or Open Spaces in accordance with the budget.
    - *The finance committee has authority to approve payments in accordance with the Finance regulations.*
    - *The Open Spaces Committee has authority to approve items requiring expenditure as specified in the annual budget and up to £500 for unexpected items.*
    - *Authority (in accordance with Local Government Act 1972, section 101) is delegated to the Proper Officer to submit planning comments on behalf of the Council in consultation with the planning committee and/or planning working group.*
    - *Supplementary standing orders were in response to covid and were replaced by Emergency provision section within the revised standing orders.*
  - SW expressed concern about the proposed amendment granting authority to the Clerk to decide planning responses as the council are the decision-making body not the Clerk and he felt it could allow decisions to be challenged.
  - Clerk reminded the meeting the recommendation for a working group and delegated authority had come from the internal auditor as the only way able to continue to meet via zoom – she will share the email with SW.
  - EM reminded the meeting she had expressed concern when the change was agreed last month and wasn't happy for planning decisions to be delegated to the Clerk.

- e) LC explained the planning committee met often, found zoom meetings easier to manage and that some were reluctant to return to face-to face meetings and it could result in councillors resigning from the committee if they are compelled to hold face to face meetings.
- f) There was a lot of discussion about response time requirements and options before AC's proposal of **resolution 'to accept revised standing orders and to rescind the supplementary standing orders'** was seconded by LC with MR & MG in favour, SW & EM against and GM abstaining. The resolution was therefore carried by a majority.
- g) Code of conduct and retention of documents had been reviewed by MR with no changes made. GM's proposal of **resolution to 'accept reviewed code of conduct and retention of document policies'** was seconded by LC with 4 Councillors in agreement and SW abstaining the resolution was carried.

**12) Finance report and matters**

- a) GM noted there was still quite a few items that hadn't had any expenditure but some items are paid later in the financial year. After discussion about the benefit of councillor training to help understand ideas, powers and responsibilities Clerk will share information of current courses available through the local council associations. GM felt there was also benefit in asking KOK how we compare to other councils in what we do/spend though AC thought this had been asked before.
- b) EM, as a non-cheque signatory, had checked the bank reconciliation this month.
- a) Bank payments authorisation – AC and GM to approve this month's online payments.

Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
Rogate Hall	Hall hire	£23.00
Andrew Stead	Dell bench and Hugo Platt gate repair	£412.67
Lauren Craven	Repayment printing and paint for Dell fence	£82.56
Liss Foodbank	Grant	£500.00

**Committee/Working group reports:**

**13) Planning**

- a) The minutes of the Planning meetings on 14<sup>th</sup> June, 12<sup>th</sup> July and 1<sup>st</sup> August 2022 were received.
- b) The zoom Planning Working Group discussion on Tuesday 30<sup>th</sup> August 2022 was noted.
- c) EM reported on a recent retrospective application for flues at the White Rose paint shop which has raised a lot of concern from neighbours. Based on planning documents submitted we had no objection but following receipt of additional information from neighbours we reviewed our decision are objecting on grounds of noise, pollution and being unsightly within a rural area adjacent to the SSI and had asked that they be removed. There much concern about the planning documents being inaccurate and who is responsible for checking them and asking what else we could do to support this objection. Consideration to be given to raising awareness of these concerns about misleading information to SDNP/CDC.  
*Post meeting note: Clerk asked KOK to ensure the application is considered by committee should the Officer be minded to approve.*
- d) Clerk noted SDNP have removed all pre-planning applications from their website as responses from the public and parish councils was causing Officers too much additional work. However, they will add them if a full application is later submitted. Clerk expressed concern that a current application that had a pre-app hadn't had it added to the website – it was only added at her request and we can't request what we are unaware of. She has had communication with other local parishes and Trotton's suggestion of regular FOI requests on SDNP regarding Pre-apps was welcomed by the council.

**14) Finance Committee**

The Finance Committee meeting on Monday 26<sup>th</sup> September 2022 was noted.

**15) Open Spaces Committee**

- a) The minutes of the Open Spaces Committee meeting 23<sup>rd</sup> May 2022 were received.
- b) The Open Spaces Committee meeting on Monday 26<sup>th</sup> September 2022 at was noted. AC updated the meeting from 25<sup>th</sup> July meeting –
- c) Playsafety have completed the annual playground/gym inspections with no urgent matters raised. Fresh Air Fitness are coming to look at the gym and replace a worn rubber/touch up paint while other

works have been split between self-help and seeking quotes from the handyman and playground specialist. SW, on behalf of Rake Village Hall, thanked the council for arranging and paying for the inspection at Rake playground.

- d) Woodland management – felling of the trees in Terwick Wood is being held off until the price of wood improves.
- e) Concerns were raised about the footpath to black bridge being waterlogged caused by the extraction of water from the river and leaking pipes. This has been reported to the owner.
- f) Fyning Recreation Ground is going to have some clearing/trimming to maintain the open canopy of the glade area and a small water container is being trialled to encourage wildlife.
- g) AC reminded the meeting we applied to WSCC Highways on behalf of ERA to get permission for a wild-flower area at Frogs Hole on the A272, Terwick and have now received the standard 3-year licence for signature. SW's proposal of **resolution 'to sign WSCC 3-year licence for a wildflower area at Frogs Hole'** was seconded by MG and unanimously approved. We will re-iterate to ERA that while we have obtained permission for the area they are responsible for its upkeep. SW's suggestion of 'no mow area' signs was noted.
- h) SW reported the hedge at Bull Hill will need cutting soon; Clerk to contact contractor used last year.

#### **16) Drainage issues/operation watershed –**

- a) LC noted while clearing The Dell it was apparent there was a collapsed pipe into the pond area and a drain grid was completely blocked causing flooding problems for nearby residents. It has now been reported to 'lovesussex' and if appropriate a watershed application could be considered.
- b) MG reported a constructive meeting with local residents after which the Clerk submitted their comments to Landbuild and had a long conversation with WS OW team. We are hoping to arrange a meeting with residents and Landbuild to look at these options.

#### **17) Projects and grants – nothing.**

#### **18) Milestone re-instatement update –** AC noted this is waiting for the National Trust's archivist report and added it will only be re-instated in the village if it can be done at no cost to the PC.

#### **Village organisation reports -**

#### **19) Rogate and Rake Schools –** MR noted Rogate head had resigned.

#### **20) Rogate and Rake Village Halls –** MR noted they need volunteers to help run Rogate hall and are possibly going to lose the current chairman as she is intending to move from the area.

#### **21) Youth Club –** MR noted they are still working with Sussex Clubs for Young People.

#### **22) White Horse –** Clerk noted the pre-app had probably not been withdrawn as we presumed but rather removed from SDNP website along with all the other pre-apps.

#### **23) Correspondence -**

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.

#### **24) Information for the Council** (for noting or inclusion on a future Agenda) – MG asked that speed of vehicles in Fyning Lane which can be excessive on narrow roads with no footpaths be discussed. AC offered to help him measure the speed. SW explained it is difficult to obtain orders to reduce traffic speed but MG noted East Harting had managed to get a 20mph zone. Agreed to include on future agenda and ask KOK about the '20-is-plenty scheme'.

#### **25) Date of next meeting –** the next **Full Parish Council Meeting** will be on **Monday 12<sup>th</sup> September 2022 at 5.00pm at Rogate Village Hall.**

There being no further business the meeting closed at 6.47pm.

Chairman:

Max Harwood