



Meeting held at Rogate Village Hall 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).

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 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 26th September 2022** were approved by the Council as a true record to be signed by Chairman.
 - 5) **There were no representations from the Public.**
 - 6) **Reports from County & District Councillor** – KOK's report had been circulated prior to the meeting
As County Councillor:
 - a) WSCC are surveying over 65s about buses & hope more residents will apply for bus passes.
 - b) Cycling infrastructure is being developed and monitored by Active Travel England; WSCC need to make a case for more funding. MAC project for Midhurst to Stedham cycle path continues.**As District Councillor:**
 - c) 'Supporting you' campaign aims to highlight support available from government, local councils & local partners –(including finances; health & wellbeing; household bills; housing; support for businesses). Households will be given a one-off £400 discount on fuel bills from October. In addition £650 will be paid to low-income households in receipt of certain benefits and £300 to pensioner households & £150 to disabled people. Vulnerable families can claim help through Household Support Fund, Warm Home Discount scheme & Energy company hardship funds www.chichester.gov.uk/supportingyou
 - d) The Discretionary Energy rebate scheme to support residents with utility arrears has been extended www.chichester.gov.uk/energybillsrebate2022; call 01243 534509 or benefits@chichester.gov.uk.
 - e) They are launching a new holistic service to support those struggling with rise in cost of living with a dedicated team of trained advisors able to support people deal with range of difficult issues at once to makes the process as easy and stress free as possible. They are expected to go live with service in November and have offered to hold an outreach event in Rogate as soon as they are up and running.
 - f) Her LD group has submitted a motion on oil and gas exploration/fracking – they are asking for clarification of County Council position in light of the change of government policy.
 - g) Concerns of access to primary health care has been raised by LD group along with poor ambulance response times in Chichester district and particularly rural areas. She has written to HASC chair to raise the unsatisfactory situation with South East Coast Ambulance service again.
 - h) EV charge points – CDC have finally agreed to WSCC contract so district car parks will get charge points. WSCC/Connected Kerb have announced first round of street chargers are going to be installed at 15 sites identified in Chichester district. Residents/organisations can register interest in installing an EV point www.connectedkerb.com/west-sussex-chargepoint-network-residentsproject
 - i) KOK's next drop-in is at White Hart, South Harting, 24 October 10.30-12.30.
- EM & GM arrived.
- j) Clerk noted she and KOK have been in contact with CDC Safety Advisory Group (SAG) (whose members include Sussex Police, Fire Service, CDC & WSCC Emergency Planning Officers and Environmental Health) about 'Pumpkin Patch' which is due to open at the weekend. As far as SAG are concerned the event is not required to be licenced but they have seen a copy of the risk assessment and consulted Highways. We are advised to evidence any concerns and report to SAG/Highways as appropriate.
 - k) 'Supporting you' campaign - Clerk asked members if we would like to organise an event in the village. It was agreed this was a good idea – try to arrange and publicise through Rev. Doyle, R&T and the shop as well as on notice boards etc.

7) Chairman's Report – circulated prior to the meeting

- a) MH reported we have received two requests for village gateways which may be something to consider in next year's budget.
- b) We have also received a letter asking us to engage further with the police about noisy motorcycles speeding through the village. AC added our MP bid for a noise meter trial. Agreed to get an update from the Chief Constable and Police Crime Commissioner and ask for the current strategy.

Matters for discussion:

- 8) **SDNP parish workshop** – MH noted meeting on 18th October but there were no volunteers to attend. Clerk added she has asked for our concern over loss of pre-app information to be raised.
- 9) **Rogate Village Hall – working together**
MH explained this issue was raised by the outgoing Chair, Susi Batty. After discussion, it was agreed the two bodies should work together but that their set up with trustees separate to the management committee was confusing. It was agreed MR already represents the PC on the hall management committee and we value this link between the two bodies.

10) Fyning Speeding traffic

- a) MG raised concern over speed of traffic in Fyning Lane which is currently an unrestricted 60mph zone and wondered if it's possible to have something like East Harting – '20 is plenty'. He felt it was a dangerous, narrow road used by families/children/horses etc.
- b) AC explained there is strict policy for obtaining a speed reduction (which he will share with MG) which he felt Fyning was unlikely to meet the criteria. Rake got a lower speed limit as part of the wider community highway scheme with a change in the character of the road through the addition of gateways, road narrowing and road markings.
- c) LC asked if there are restrictions on putting up 'children at play' or other signs. SW explained if they are on private land there are no restrictions but require permission on highways land.
- d) After discussion, it was agreed to establish a working group of people that live in the lane to look at the options and report back with AC advising.

11) Winter warm plan

- a) MH thanked LC & MG for raising these two important issues – emergency provision (power outages and other emergencies) and helping those in need during the winter in the current economic crisis.
- b) Interested parties met last week to discuss a wide range of ideas and kick off some investigations. He understand SSE did not carry out the promised burying of the cables underground at Fyning.

Emergency provision:

- c) The hall are going to explore the cost of providing infrastructure required to plug in/use a generator as well as looking at the availability of generators to hire/loan. This could allow the hall to be used as a warm space providing hot drinks and access to power for charging phones etc.
- d) Clerk is looking at resources and provision of information as well as approaching SSE for grant information. The Police have an emergency plan and she has also contacted WSCC for advice.
- e) MH asked for people to become involved and expressed concern that the urgency of the oncoming winter could exclude grant applications.
- f) SW explained 'Rake helpers' WhatsApp group has about 40 subscribers looking after each other as well as using the Flying Bull as a central resource. However, they would be interested in learning more about the possibility of generator infrastructure at their hall.
- g) It was agreed to urge individuals to register as 'priority' customers with their electric company so they are kept informed when power outages occur and help provided where necessary.
- h) SW added electric companies are sometimes able to provide generators to houses in prolonged outages while AC added they have to provide compensation for each day a property is without power.

Cost of living crisis:

- i) MH noted Parsonage Estate social housing stock are reliant solely on electric heating since their open fires were blocked off.
- j) Provision of information to help those in need 'Supporting you' campaign event.
- k) There was discussion about 'Rogate Combined Charity' whose aim is 'to help the poor of Rogate' on which LC is the PC representative trustee. The registered charity was established by amalgamation of two charities in the 1950s and appears to receive a small annual income (probably from an old investment). It was suggested if it could be resurrected it may reach a wider audience in terms of donors and people in need that the current 'Vicar's discretionary fund' which does good work in the

village but has limitations. After discussion, MR's proposal of **resolution 'to bring back Rogate Combined Charity'** was seconded by GM and unanimously agreed. Councillors to consider any new trustee suggestions and LC look at what is involved. Possibly write an article for the R&T.

12) Policy review

- a) Financial regulations – As recommended by the internal auditor and considered by the Finance committee the budgetary control limits were discussed. SW's proposal of **resolution 'to amend references to £501/£5,001 to £500/£5,000 and to increase the limit for emergency spending approval for the Clerk in conjunction with the Chairman or Finance Committee Chairman from £500 to £2,000'** was seconded by AC and unanimously approved.

13) Finance matters

- a) MH noted the external auditors report has been received and circulated. Clerk explained the PC is sole trustee for 'Recreation Ground (Rogate) (Inclosure Allotment)' charity and should hold an AGM. After discussion, it was agreed to hold this in February (after charity financial year-end) ahead of the full council meeting. GM's proposal of **resolution 'to accept the 2021/22 External Auditor's Certificate and Notice of Conclusion of audit'** was seconded by LC and unanimously approved.
- b) Interim audit report and recommendations had been circulated. MH noted the new internal auditor was a lot more thorough and checked policies and practices as well as finances. They have made some recommendations which will be implemented.
- c) Monthly finance report to the Council – GM noted expenditure is inline with budget though some items are unlikely to incur expenditure during the current year (YC and training) and therefore a surplus may be carried forward. Clerk noted an 'earmarked reserves' will be established for items that are funded over several years (like election costs).
- d) GM reported the Finance committee had looked at the budget and recommended a 7.5% increase in the total figure – based on inflation. Having been unchanged for years there had been a large increase last year and it was felt better to do a smaller amount annually. After discussion, GM's proposal of **resolution 'to agree a target increase in the precept by 7.5% from £37,070 to £38,850'** was seconded by SW and unanimously approved.
- e) It was noted EM, as a non-cheque signatory, would check the bank reconciliation this month.
- f) Bank payments authorisation – MH and GM to approve this month's online payments.
- g) GM explained Finance Committee grant recommendations for the churchyards & Midhurst foodbank.

Receipts noted:		
Chichester District Council	Precept-second tranche	£18,535.00
Unity Trust Bank	Deposit account interest	£39.28
Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£14.39
Rogate Hall	Hall hire	£23.00
Unity Trust Bank	Bank fee – 3 months	£18.00
Moore	External audit fee	£240.00
Fred Fosberry	Bin cleaning – 6 months	£90.00
Geoff Cornwell	Rake recreation ground maintenance – 6 months	£90.00
Mick Butcher	Rogate & Fyning bus shelter cleaning – 6 months	£180.00
Sean Farren	Hugo Platt ground maintenance – 6 months	£90.00
R&T News	Subscription	£125.00
Petersfield CAB	Grant	£300.00
Rogate PCC	Churchyard grant (including £800 tree grant)	£3,000.00
Terwick PCC	Churchyard grant	£600.00
Midhurst Foodbank	Grant	£500.00

Committee/Working group reports:

14) Planning

It was noted the Planning working group will meet via zoom as required.

15) Finance Committee

- a) The minutes of the Finance Committee meeting of 19th April 2022 were received.
- b) The Finance Committee meeting on Monday 28th November 2022 was noted.
- c) Update from Finance Committee meeting on Thursday 6th October 2022 had already been covered.

16) Open Spaces Committee

- a) LC reported from 26th September meeting which noted Fyning Recreation Ground registration documents have been submitted to the Land Registry; more works have been completed at the Dell; there are trees in need of cutting at Bull Hill and the tree wardens report has been adopted.
- b) The Open Spaces Committee meeting on Monday 28th November 2022 was noted.
- c) Update from Eco Rother Action on 'Riverwatch' had been circulated. They report it is going better than expected and members have received training. As well as identifying 4 places where they could survey they have been pleased with some of the results and the expanding knowledge of the area.
- d) Update on Parsonage wildflower area had been received from Nick Heasman who is pleased with the first year though it has been difficult because of the extreme drought. MH noted there had been some concern about the height of the daisies – it was agreed to monitor next year.
- h) AC was pleased to report WSCC volunteers have started the bus shelter at Rake,

MR left with thanks.

17) Drainage issues/operation watershed – MR noted we are waiting on a revised estimate/plan from Landbuild before an application can progress.

- LC added there are drainage problems at the Dell which the Clerk had previously reported and WSCC closed without action; she will discuss with the Clerk and report again.

18) Projects and grants - EM reported there are no grants available for generators and small business grants exclude the PC. She sought clarity over what is required and our involvement with the hall so any application could be worked on together.

19) Milestone re-instatement update – AC reminded the meeting this is with NT archivist.

Village organisation reports –

20) Rogate and Rake Schools

MR noted they are applying to become a Multi Academy Trust MAT.

21) Rogate Village Hall

- a) MR reported their chairman, Susi Batty is about to move from Rogate. They have a new committee recruit and a replacement vice-chair but have yet to appoint a new chairman or set meeting dates.
- b) She has reminded the committee the PC need a receipt for the community orchard trees before the jubilee grant can be claimed.

22) Youth Club - MR was sad to report Ann Arnold & John Valler have given notice of the club's closure. Simon Ward, Trustee is trying to negotiate with Sussex Clubs for Young People but it doesn't look hopeful.

23) White Horse - MR expressed regret the pub is not available for our winter emergency plan as it would have been the perfect place for a hub for the cold and lonely to find company and warmth. There appears to have been another break-in and the building faces another winter of deterioration.

24) East Lodge – John Craven's report had been circulated - The group of four local residents has met the architects appointed by PHA Homes to develop plans for the possible redevelopment of the East Lodge site. There are as yet no plans, but the meeting included a useful exchange of ideas and consideration of issues that will be important as the design process continues over the next few months.

25) Correspondence -

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

26) Information for the Council (for noting or inclusion on a future Agenda) –

- Clerk noted we will need to appoint a new guardian to manage the defibrillator as the current volunteer is leaving the village.
- MH noted that next year's King's coronation

27) Date of next meeting – the next Full Parish Council Meeting will be on Monday 14th November 2022 at 5.00pm at Rogate Village Hall.

There being no further business the meeting closed at 6.48pm.

Chairman:

Max Harwood