



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

District/County Councillor Kate O'Kelly (KOK).

There were three members of the public in attendance.

Clerk: Debbie Harknett

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- 1) It was noted the meeting would not be recorded.
- 2) There were no apologies for absence as all members were present; it was noted that Kate O'Kelly, District/County Councillor would join later.
- 3) There were no declarations of interest in items on the agenda.
- 4) The minutes of the last meeting held on 9<sup>th</sup> January 2023 were approved by the Council as a true record to be signed by Chairman.
- 5) Representations from the Public;
  - a) MOPs made representation about the speed of traffic in the village and a recently formed '20mph' group asked for a combined project to look at Fyning Lane/North Street/Haben Hill/Parsonage. As Traffic Regulation Orders (TRO) cost £4-5,000 each a combined application would be more economical than individual ones and it would be more harmonious for the PC to represent the whole village.
  - b) A MOP volunteered to do any necessary leg work to obtain parishioner support and has already shared a 2008 petition with the group looking at speed reduction. At the time this had been passed to WSCC through previous Councillors but was turned down by Highways/Police but, as WSCC speed limit policy changed on 21/12/2022 it may now be successful. He reminded the meeting speed reduction was a priority for the NP and nothing has changed.
  - c) MH explained the PC had not yet seen or considered a proposal and felt unable to commit to leading any application without knowing what was involved or practical.
  - d) MG felt there was one or two projects for different areas and explained they are at the stage of gathering information. He was not asking the PC to lead but to support the idea in principle and the creation of a working group of parish councillors and residents.
  - e) AC reminded the meeting the Rake Community Highways Scheme (CHS) was a community led initiative and managed by them right up to its final preparation for endorsement by the PC and submission to WSCC Highways. The demonstration of wide community support and the need for change was evidenced by forming and operating a local Community Speedwatch (CSW) group overseen by Sussex Police. The PC support was sought and provided to cover the cost of HV jackets for CSW operation and procurement of 2 SID's and the Village Gateway in Rake (Hillbrow SID and Gateways was funded by the residents themselves). AC added that the case for the 30mph speed restriction in Rake relied on physical changes to the road appearance and traffic calming measures detailed in the CHS proposal. The group had consulted with Highways in the early stages of the project to ensure its aim was realistic in terms of WSCC rules and budgeting for CHS applications. This resulted in project concentrating on the old A3 in Rake but to include self-funded elements on other roads such as the SIDs and Gateways at Hillbrow.
  - f) GM felt the PC should show leadership and that it was important to include all areas of the village discussed and share resources even if their topography was different.
  - g) LC's proposal of **resolution 'to note the Parish Council support for the initiative to look at speed reduction in various areas of Rogate village with the creation of a working group of members of the public and MG representing the PC'** was seconded by ZM and unanimously approved.
  - h) Another MOP provided examples of signs they are hoping to install on the drivers of some residential properties in Fyning Lane – on private land they do not need highway's permission.
  - i) A MOP offered to obtain free '20 is plenty' signs/bin stickers and pass to the group.
  - j) KOK noted the importance of talking to highways and aligning any planned changes in infrastructure

and/or speed reduction with them early as it can help a project succeed. She reminded the meeting that only 1/3 of CHS are successful. In answer to the Clerks question she confirmed a CHS is the most used method of obtaining a TRO.

- k) A MOP confirmed problems with obtaining insurance for generator hire is making it financially untenable but was pleased to inform the council they have generously been offered the use of a borrowed generator for emergency use which they are investigating.

3 MOP's left with thanks.

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

- a) Potholes - she has received lots of frustrated emails about potholes and poor repairs that are not lasting through recent torrential conditions. She has asked County committee to scrutinise more formally the quality of remedial work as there is clearly a significant problem.
- b) Fyning Lane recent emails with Highways have requested urgent repair & investigation into 'spring'.
- c) Cycling-Friends of Rother Valley Way project has various teams working on communications, landowner discussions, fundraising, grant applications. First phase Petersfield to Nyewood, second phase Nyewood to Elsted Marsh.
- d) Midhurst Greenway-WSCC Officers are going to arrange a meeting with stakeholders regarding another round of consultation on path proposals which she hopes will include 20mph zone on South Street going into the Old Town.
- e) Chichester District Council Local Plan—submitted for technical consultation between 3 Feb-17 March.
- f) Midhurst Community Hub (one stop advice centre supporting local people) is open Monday 2-5pm and Saturday 9.30-1pm [www.midhurstcommunityhub.co.uk](http://www.midhurstcommunityhub.co.uk).
- g) Health and social care meeting scrutinised proposals to make St Richard's a stroke 'Centre of Excellence' - there will be 12-week consultation as it's a significant change to local health services.

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

- a) Forest School on Fyning Recreation Ground – we have been asked by Elaine Parkin/Sheet School if they can run six two-hour sessions in March with good supervision and the same controls as activities she has run previously. After discussion, the council agreed they had no objections to this use.
- b) EV charging-WSCC are working with a charging point company and have government funds to install roadside points in a number of villages. We have been invited to join a webinar-as there has been no volunteer from the PC MH has passed the request to Eco Rother Action.
- c) Fyning Lane issues with potholes and 'spring' - have shared an exchange of emails with KOK/WSCC Highways over state of the road which is not down for resurfacing. Clerk is arranging a site meeting to discuss this and hopefully other concerns over road condition in the village including Terwick Lane to St. Peter's/Church wall/Haben Bridge/Durford Road to West Harting – other suggestions welcome.

**Matters for discussion:**

**8) Youth Club –**

- a) MR/MH/Clerk and Simon Ward (SW) attended meeting with Chris Cooke (CC) Sussex Clubs for Young People (SCYP) to look at options around a visiting fully equipped 'purple' youth bus for one term to see if a club can be established before trying to find a leader to re-open the village club. The aim would be to start with years 5/6 (age 10/11) but it will need lot of engagement with village and support from local partners/PC to provide long-term youth provision.
- b) Purple bus cost is approximately £300 per session. While Rogate YC have funds we understand a non-reversible decision has been made to donate them to SCYP and George Street Trust – we are seeking confirmation from these organisations that the funds could be spent on the visiting bus.

**9) Youth club room**

- a) CC confirmed that should the club re-open it could operate within a shared space – with the addition of fold-up equipment which he felt would be easily obtainable through grants/donations. He encouraged SW to clear the room and redecorate as a shared spare for the village. SW to arrange for the YC equipment to be removed. CC/Clerk suggested possible redecoration grant/help options.
- b) PC will hopefully have first refusal for room use but are unlikely to be offered sole use as the hall needs to maximise the income and there are costs involved in refurbishing/heating/insurance etc.

**10) Emergency 'warm space' provision**

MH reported he and SW have been in complex discussions around insurance required for the hired generator but it is proving very difficult with a high excess. In view of the MOP's earlier comment about

being able to borrow a generator we will wait for an update before making a decision about installing the electric infrastructure.

**11) Midhurst Area Cycling (MAC)** – following last month’s discussion further information from MAC had been circulated. LC’s proposal of **resolution ‘to award MAC £50 grant’** was seconded by MR and unanimously approved.

**12) Little Angels** – grant request circulated prior to the meeting  
MH noted the numbers attending this vital group are not enough to cover this hire charge which is their only cost. He has suggested they approach the hall for a reduction in hire charges and understands they have been given a slight reduction. After discussion, MR’s proposal of **resolution ‘to award £150 grant to Little Angels’** was seconded by EM and unanimously approved with the aim to revisit in 6 months to see if there is a further need.

**13) ‘Supporting you’ event** – Monday 6<sup>th</sup> March from 6-8pm was noted with LC offering to help with coffees.

**14) Annual litter pick** – after discussion it was agreed to hold event (led by LC & ZM) on Sunday 26<sup>th</sup> March from 9-12am.

**15) Parish Council election** – 4<sup>th</sup> May

- a) There was discussion about current and how to promote potential vacancies with ideas as to how to attract new councillors. It was agreed CL/GM/MH/Clerk write something for R&T.
- b) MH noted the new requirement for photographic ID at polling stations.

**16) Annual Parish meeting** – 20<sup>th</sup> April at 7.00pm was noted

**17) Coronation**

MH has received an email explaining a group is planning to celebrate the Coronation on the 6<sup>th</sup> May with pop-up-pub, BBQ and streamed music on the Rec. Through Rogate School they will have a poster and Royal fancy-dress competition and hope to give entrants mugs. It was noted that we have yet to receive any grant requests from Rake or Parsonage. After discussion, LC’s proposal of **resolution ‘to award £250 grant for coronation celebrations’** was seconded by MR and unanimously approved. Clerk reminded the meeting a £250 grant is likely to be available from CDC for something permanent.

**18) Finance matters**

- a) Monthly finance report to the Council - GM noted the accounts are uneventful and we remain on budget.
- b) It was noted EM, as a non-cheque signatory, would check the bank reconciliation this month.
- c) Bank payments authorisation – AC and GM to approve this month’s online payments.

| <b>Receipts noted:</b>    |  |             |
|---------------------------|--|-------------|
| George Street Trust       | Donation towards generator infrastructure cost | £500.00     |
| HMRC                      | VAT refund                                     | £756.87     |
| <b>Payments approved:</b> |  |             |
| Clerk/RFO                 | Salary/PAYE/Pension                            | Undisclosed |
| Debbie Harknett           | Zoom video conferencing monthly cost           | £14.39      |
| Rogate Hall               | Hall hire                                      | £46.00      |
| Midhurst Area Cycling     | Grant  | £50.00      |
| Little Angels             | Grant  | £150.00     |

**19) Policy review:**

Policies as created by councillors/clerk had been circulated prior to the meeting. With no questions raised, MH’s proposal of **resolution ‘to accept all policies’** was seconded by MR and unanimously approved:

|                       |                                     |
|-----------------------|-------------------------------------|
| a) Transparency code  | b) Training policy                  |
| c) Lone worker policy | d) Remote access to meetings policy |

**Committee/Working group reports:**

**20) Planning**

- a) The comments from the Planning Working Group discussions of 19<sup>th</sup> December 2022 and 16<sup>th</sup> January 2023 were received.
- b) The Planning Working Group discussion on Monday 20<sup>th</sup> February was noted.

**21) Finance Committee**

The Finance Committee meeting on Monday 3<sup>rd</sup> April 2023 was noted.

## **22) Open Spaces Committee**

- a) The comments from the Open Spaces Committee meeting of 28<sup>th</sup> November 2022 were received.
- b) The Open Spaces Committee meeting on Monday 27<sup>th</sup> March 2023 was noted.
- c) AC reported that the playground edging repairs are now complete and he has collected the new 'fire risk' signs.

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

- a) Clerk reported we have received a revised scheme/quote. MH/Clerk met with the owner of Pond House and have contacted other residents. There are a couple of queries that have gone back to Highways for clarification but residents are happy with the scheme and that things are moving forward.
- b) Clerk has gone out to tender to try to obtain two further quotes. We will then make an Operation Watershed grant application to WSCC with 6/8 weeks for a decision.
- c) Proposed scheme shows the road will be closed (7.30-5.00pm Mon-Friday) for 3 weeks while working on bottom section with a further 4 weeks with traffic lights higher up – we are very much hoping they are maximum times as it will be a long diversion and likely cause problems for Slade Lane and Fyning Lane that would be used by locals.
- d) Clerk has enquired about possibility of an Operation Watershed project for the 'spring' in Fyning Lane. We understand it was looked at previously but proved difficult because of the high banks - they are re-considering and going to talk to WSCC Highways to look at the options.

## **24) Projects and grants –**

AC noted the SDNP CIL email with infrastructure grants available and explained there is a neighbourhood allocation (based on new houses) but also a central pot that is open to all. Ideas we have provided in the past including provision of facilities for children and youth; enhancement of wildlife habitats in and around public open spaces; maintaining/improving parish network of public footpaths; traffic calming within villages of Rogate and Rake; develop proposal to manage traffic flows and traffic speeds on minor roads of parish – do we want to pursue any? He explained the SDNP website provides information on what makes a good application and their transparency code means details of other successful applications available. He/Clerk will see if we can apply for Rake bus shelter or village gateways but with a deadline of 3 March there may not be enough time.

## **25) Fyning traffic and road condition - this had been covered under MOP discussion.**

### **Village organisation reports:**

#### **26) Rogate and Rake Schools – nothing to report**

#### **27) Rogate Village Hall – MR reported David Leonard is now chair of the trustees and the hall committee.**

#### **28) White Horse – nothing to report.**

## **29) Correspondence -**

- a) Emails as previously circulated.
- b) Bank statements received – filed in finance file.
- c) SDNP planning review – AC noted there are two parts we should respond to – identifying spaces for development should be looked at by the planning committee and open spaces which he volunteered to look at as he has access to the mapping system. LC to talk to John Craven to see if we should try to include the EL development site as it wasn't considered when our NP was completed. Clerk noted SW was going to see about extending the Flying Bull site so it included the area within Liss Parish and also reminded the meeting a MOP has applied for a site at Hillbrow which we haven't supported.

## **30) Information for the Council (for noting or inclusion on a future Agenda) – none**

## **31) Date of next meeting – the next Full Parish Council Meeting will be on Monday 13<sup>th</sup> March 2023 at 5.00pm at Rogate Village Hall.**

There being no further business the meeting closed at 7.10pm.

Chairman:

Max Harwood