



Full Parish Council Meeting - Minutes Monday 13th March 2023

Meeting held at Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Chairman Max Harwood (MH), Laura Craven (LC), Zoe Maclehorse (ZM) and Mairi Rennie (MR).

Clerk: Debbie Harknett

There were no members of the public in attendance.

Chairman: max.harwood@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** Adrian Collins (AC), Mike Galley (MG), Gerard McCloskey (GM), Elena McCloskey (EM) and noted from Kate O'Kelly District/County Councillor.
- 3) **There were no declarations of interest in items on the agenda.**
- 4) **The minutes of the last meeting held on 13th February 2023** were approved by the Council as a true record to be signed by Chairman.
- 5) **Representations from the Public:** none.
- 6) **Reports from County & District Councillor** – KOK's report had been circulated prior to the meeting
 - a) Cycling – meeting with WSCC Officers finalising walking and cycling strategy – she pushed for key performance indicator of actual outcomes of path use rather than kms built and called for better path maintenance as poor maintenance leads to decreasing use and works against active travel strategy.
 - b) Friends of Rother Valley Way has teams doing comms, landowner discussions, fundraising, grant applications and meet regularly. First phase Petersfield-Nyewood; second Nyewood-Elsted Marsh.
 - c) Chichester District local plan has now submitted for technical consultation 3 Feb-17 March.
 - d) Damp and mould – anybody experiencing issues that rents a home is advised to report problems to their landlord asap and, if it worsens, contact CDC housing team for advice on 01243 534565.
 - e) Hyde residents have received letters with a big rise (£10-27) increase in garage rental – they are asking CDC Director of Housing to address this unaffordable increase urgently with Hyde.
 - f) Environment & Wellbeing – Health & Adult Social Care committee looked at access to NHS dentistry across West Sussex. Many residents have no access to NHS dentists who, in their preventative work, often pick up other non-dental conditions. WS not unique, it's a national issue.
 - g) WSCC budget 5% increase in council tax – 2.99% max increase allowed plus 2% increase for adult social care. Includes £4.5m one-off increase in budget for Highways maintenance.
Next drop-in March 23rd White Hart, South Harting 10.30-12.30.
- 7) **Chairman's Report** – circulated prior to the meeting
 - a) Following his R&T request for reports on poor road surfaces we received emails about Dangstein Road, Terwick Lane and Slade Lane – all which have been reported to highways.
 - b) Highways meeting – Thursday 9th March in Fyning Lane attended by Mike Dare (MD) & Trevor Clayton (TC) from Highways with KOK, MH, MG and the Clerk. Highways will repair the potholes, including those in Terwick Lane. Later in the year, when the road is dry, they will schedule the section from Homestead to Cherry Tree and Willow Hill to Hambleton for specialist treatment. The spring at Jubilee Cottage requires further investigation and the best option may be an Operation Watershed project but a solution could be too expensive to be viable, even under this scheme.
 - c) Highways meeting moved to Rogate Village Hall where we were joined by Simon Wells, Simon Ward and John Connor to discuss other road matters of concern in the village:
 - Haben Bridge regular damage of this listed monument – Clerk/KOK have already tried to arrange a meeting with Highways/English Heritage – MD will chase and possibly involve Harting PC because Durford bridge (another ancient monument) is also regularly damaged.
 - Church wall regular damaged by large lorries because of its pinch point – a change (road markings/moving the wall) could form part of a Community Highways Scheme (CHS).
 - Faded road surfaces (rumble strips near East Lodge/CHS road markings) are not maintained though are re-instated if a road is resurfaced. MD/KOK noted this seems contra to any CHS will

- feed back to Highways & SDNP to see if future schemes could provide a maintenance budget.
 - Speeding in Fyning Lane – MD suggested applying for Traffic Regulation Order (TRO) for the length of the lane and the two roads going off it – Terwick Lane & Terwick Rise. Based on the speed he drove down the lane he thought a 20mph limit maybe achievable, if refused, he suggested trying for a 30mph. He suggested talking to Bepton PC as they have recently been successful in obtaining a new TRO.
 - Rogate village – he suggested a 20mph through the crossroads – East Street from before Parsonage Estate entrance to past the Garage and North Street from above the village hall to Haben Hill could be considered for the village with buffer 30/40mph entrance zones.
 - Haben speed was discussed as it reverts to the national speed limit at the top of Haben hill. MD was unsure of the road and would look and respond; it may be appropriate for a separate TRO.
 - MD advised any proposals need to meet their application criteria and should be in our Neighbourhood plan and, if necessary, it should be amended.
 - The group of parishioners at the meeting, along with James Stock and MG will look at the TRO application requirements for Fyning Lane (which is the easiest scheme) and creating a CHS.
- d) A parishioner raised with KOK a question about the large number of inert lorries travelling through Rogate. Many are travelling to/from Pendean Quarry site where restrictions apply - max 220 lorries in and 220 out per week – daily average 44 in and out. They do not travel in convey which has been monitored and found to be satisfactory.

Matters for discussion:

8) Speed reduction in the village

- a) Chairman's report included detail of the recent WSCC Highways meeting where speed reduction was discussed. It was noted that a 20mph TRO application for Fyning Lane is likely to be made first because it is simplest while a CHS for the village centre is a major project and will therefore take longer. LC's proposal of **resolution 'to offer encouragement and support to the group looking at speed reduction in the village'** was seconded by ZM and unanimously approved. Clerk to make Fyning TRO application in conjunction with the group.
- b) Request for funding for five 20mph advisory signs to be erected on private land were discussed. ZM's proposal of **resolution 'to purchase speed signs for Fyning Lane at a cost of £140'** was seconded by MR and unanimously approved. Clerk noted the group are looking at having similar signs in other parts of the village and '20 is plenty' bin stickers will hopefully be distributed as well.

9) WSCC Highways – update from meeting in Fyning Lane – covered by chairman's report.

10) Youth Club – Clerk reported

- a) No update on 'purple' bus proposals from WS Clubs for Young Children (despite chasing).
- b) Funds from closed club are due to be transferred to WSCYC and George Street Trust. WSCYC understand if these monies are gifted to them they would restrict their use for provision in Rogate but can't confirm until funds have been received. George Street Trustees are quite happy for any funds they receive to be available for the project if it gets off the ground and an application can always be made to the Trust.

11) Emergency 'warm space' provision

- a) MH reminded the meeting of the generous offer to share a generator. Discussions about how it could work have taken place with the hall.
- b) Suggested hours of use - core times for hall between 10.00-15.00 so owners have use outside these times. Finishing at 15.00 ensures people could return home in daylight whatever the time of year.
- c) Hall (and therefore generator) would be manned during the opening times and the generator would need to be fetched/returned to owner (by two people) each day.
- d) Security: owner is checking with insurers whether there is an additional premium.
- e) Fuel tank holds 25 litres and the owner has 25 litre petrol cans.
- f) Running cost – at 50% output for 13 hours or full load for 8 hours cost approx. £15-25 per day.
- g) Weatherproofing – generator will need to be protected against rain; Amazon proprietary cover £155.
- h) Generator connection (electrical upgrade) – waiting for a revised quote but likely to be less than £1,650+vat previously agreed.
- i) PC cost: One off - Connection £1,200 (estimate) & Weatherproof cover £155.00; Ongoing (estimated) Fuel £100 (4 days use); Insurance £50 & thank-you bottle £25.
- j) After discussion, MR's proposal of **resolution 'to approve expenditure required for generator connection electrical works and weatherproof cover'** was seconded by LC and unanimously

approved.

- k) MH's proposal of **resolution 'to underwrite the ongoing weekly cost of £300, when agreed in advance by an emergency by PC working group'** was seconded by LC and unanimously approved.
- l) It was noted an Emergency WhatsApp group will need to be established with people to represent and feed back to different areas of the village.

12) 'Supporting you' event – Monday 6th March from 6-8pm

LC reported that unfortunately nobody sought advice, possibly because early evening is not easy for parents and because of the lack of anonymity. After discussion, it was agreed to promote the Midhurst Hub (one stop advice centre supporting local people) open Monday 2-5pm and Saturday 9.30-1pm www.midhurstcommunityhub.co.uk.

13) Annual litter pick – Sunday 26th March from 9-12am LC will complete the risk assessment, collect equipment from Chichester and the full purple bags will be collected from the hall after the event.

14) Parish Council election – 4th May

- a) Nomination packs available from the Clerk (paper/emailed copy) which need to be returned to CDC offices after 23 March and before 4pm on 4 April (though earlier allows them to be checked). LC's offer to take them when collecting the litter picking equipment on Friday 24 March was welcomed.
- b) MH reminded meeting of the new requirement for photographic ID at polling stations.

15) Annual Parish meeting – 20th April at 7.00pm was noted; LC offered to make a cake.

16) Coronation

- a) MH reminded the meeting we have already agreed to give the group organising Rogate event £250 from our funds and Clerk added that AC thought we would get a request to support Rake of £150.
- b) Clerk reported CDC coronation grant application is now open - they are offering £500 but it must be used for something lasting. The hall have said there isn't room for any more trees etc on the rec as it reduces the available playing area. MR suggested the hall need a new notice board but it wasn't felt it served the whole village. MH suggested time capsule for the school or planting a King's oak tree. Clerk had received suggestion of additional crocus bulbs for the churchyard and native daffodils for Parsonage entrance as well as planting under village gateways. It was agreed that bulbs bring joy and their planting would bring the community together as well as improving the environment – something King Charles supports. LC's proposal of **resolution 'to apply for CDC Coronation grant to purchase native bulbs (snow drops, crocus, daffodils etc) to plant in various locations in Rogate and Rake'** was seconded by ZM and unanimously approved. Clerk will submit application.

17) Finance matters

- a) Monthly finance report to the Council - none.
- b) It was noted a non-bank signatory would not check the bank statement this month.
- c) Bank payments authorisation – AC and GM to approve this month's online payments.
- d) Rake bus shelter – we have been advised by WSCC Volunteers the cost is £2,850.50 (possibly plus VAT). Council approved this payment, should the invoice be received prior to the year-end.

| Payments approved: | | |
|---------------------|--|-------------|
| Clerk/RFO | Salary/PAYE/Pension | Undisclosed |
| Debbie Harknett | Zoom video conferencing monthly cost | £14.39 |
| Rogate Village Hall | Hall hire | £23.00 |
| Rogate Village Hall | Playground annual lease cost | £25.00 |
| Rogate Village Hall | Playground annual maintenance | £118.75 |
| Rogate Village Hall | Outdoor gym annual lease cost | £25.00 |
| Southern Water | Fyning water | £8.77 |
| Debbie Harknett | Clerk's expenses – 3 months | £111.50 |
| Parish Online | Mapping annual subscription | £108.00 |
| Mick Butcher | Bin emptying/cleaning x 2 | £180.00 |
| Sean Farren | Grounds maintenance – Hugo Platt | £90.00 |
| Fred Fosberry | Bin emptying/cleaning | £90.00 |
| Geoff Cornwell | Grounds maintenance – Rake Recreation Ground | £90.00 |
| Andrew Stead | Playground repairs | £146.52 |
| Laura Craven | 'Supporting you' event refreshments | £3.59 |

Committee/Working group reports:

18) Planning

- a) The comments from the Planning Working Group discussions of 6th February 2023 were received.
- b) The Planning Working Group discussion on Monday 20th March was noted.

19) Finance Committee

The Finance Committee meeting on Monday 3rd April 2023 was noted.

20) Open Spaces Committee

- a) The Open Spaces Committee meeting on Monday 27th March 2023 was noted.
- b) LC reported the field towards Black Bridge has been ploughed to the edge without leaving a path and ZM reported a fallen footpath sign and tree in the river. There was also discussion about the path to Black Bridge always being boggy, even in the summer, ZM wondered if it could have a boardwalk – Clerk has already suggested this to WSCC footpath warden.

21) Drainage issues/operation watershed –

- a) Clerk reported we have been unsuccessful in obtaining alternative quotes – one contractor even arranged to meet the Clerk and then didn't show - WSCC are happy we have tried. Landbuild, our chosen contractor, has been involved in the scheme design, attended site meetings with residents and we have worked with them previously.
- b) Clerk noted the PC is not required to obtain any road closures etc (Landbuild do) and all costs in relation to road closures are met by WSCC.
- c) LC's proposal of **resolution 'to submit Operation Watershed Grant application for North Street flooding prevention works totalling £72,863.20+vat to WSCC and accept Landbuild quote if grant application successful'** was seconded by MR and unanimously approved.
- d) Grant decision likely to take 6/8 weeks. If successful, the work is likely to be scheduled for the summer holidays. It will be very disruptive (appears the road will be closed (7.30am-5.00pm Mon-Friday) for 3 weeks while working on bottom section with a further 4 weeks with traffic lights higher up – a long diversion and will possibly cause problems if Slade Lane and Fyning Lane are used by locals.

22) Projects and grants –

- a) MH noted AC prepared a SDNP CIL grant application for 8 village gateways (total cost £7,200) which the Clerk submitted ahead of the 3/3/2023 deadline.
- b) MH noted the playground equipment was installed in 2008 and its maintenance is increasing year-on-year. It was agreed it is perhaps time to look at refurbishing/replacing the equipment (grants will be needed) – something for the new council.

Village organisation reports:

23) Rogate and Rake Schools – MH reported the governors have been replaced by interim governors appointed by the Department for Education and the Dioceses. As these schools are small and have strong roots in the community we are concerned this may have a destabilising effect at a time when they need our full support.

24) Rogate Village Hall – MR noted they are meeting tomorrow and their booking's secretary is leaving.

25) White Horse – MH was pleased to report activity in the pub which has started refurbishment.

26) Correspondence -

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

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

28) Date of next meeting – the next **Full Parish Council Meeting** will be on THIRD (because of Easter) **Monday 17th April at 5.00pm at Rogate Village Hall.** May meeting is also **THIRD** Monday (15th May) because of Coronation bank holiday

There being no further business the meeting closed at 6.28pm.

Chairman:.....

Date: