



Meeting held at Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Chairman Max Harwood (MH), Laura Craven (LC), Adrian Collins (AC), Mike Galley (MG), and Mairi Rennie (MR).

Clerk: Debbie Harknett

There was one member of the public in attendance.

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** Zoe Macle hose (ZM), 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 March 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) Fire at Angel Hotel, Midhurst is challenging though the community has been amazing and compassionate providing support for the group of Ukrainians displaced by the desperate war very quickly. Since then, the full impact of North Street road closure has hit businesses in the town and surrounding villages, residents lives have got more difficult in many ways, accessing healthcare has been particularly difficult. She attended a Business Network Meeting last week and strength of feeling from business owners of the devastating impact of the road closure was eloquently expressed. The cross-community recovery group are working on innovative ways to get the message out that Midhurst is open for business and introduced the ‘Midhurst pound’ last weekend. The community team are still looking for places to rent or possible new hosts for Ukrainian residents in Northern Chichester District – anyone with a property or offers of hosting phone 033 022 27980 or email communitires@westsussex.gov.uk.
 - b) Bus stops – after feedback from residents she has managed to secure two new bus stops signs for Durloughmarsh and new signs are in the pipeline for Guillard’s Oak, Midhurst.
 - c) Friends of Rother Valley Way – landowner discussions continue. Anybody who wants to get more involved with the running of the project or wider friends contact forothervalleyway@outlook.com.
 - d) Midhurst Greenway – Officers at WSCC are going to arrange a stakeholder meeting once the election is over regarding another round of consultation on path proposals. She is hoping it will include a 20mph zone on South Street going into the Old Town.
 - e) Councillors noted there is no time scale for re-opening of opening Midhurst High Street and it is affecting people from the village accessing the Riverbank Medical centre.
 - f) MH noted he has received a report of a missing bus stop sign on A272 at the bottom of Terwick Lane – he will check and pass to KOK if appropriate.
- 7) **Chairman’s Report** – circulated prior to the meeting
 - a) This is the last meeting of the current Parish Council 4-year term and though many Councillors are re-joining we say goodbye to Mairi and Gerard with many thanks for their hand work; thoughts that were echoed throughout.
 - b) Litter pick was successful – thanks to LC/ZM for organising. We are lucky to live in a beautiful area and efforts like this keep it looking special.
 - c) The Clerk has chased the pothole repair work in Fyning Lane; the reply was swift and promising but so far we are still awaiting the arrival of the tarmac lorry. Almost everybody he has spoken to has complained and several have needed to buy a new tyre.
 - d) As we will shortly have a new term and new council we need to start to consider new projects – ideas welcome.
 - e) Special thanks to KOK who has been supportive of our work – many of our projects have been helped by her efforts.

Matters for discussion:

8) Speed reduction in the village

- a) MH reported a Traffic Regulation Order (TRO) requesting a 20mph speed limit along Fyning Lane has been completed and sent to WSCC Highways. Thanks to Simon Wells, MG & the Clerk.
- b) A number of traffic calming signs have been purchased and will be placed along Fyning Lane over the next few weeks by MG & SW.
- c) MH noted there is no update on the more involved Community Highways Scheme ideas for the village centre.

9) Emergency 'warm space' provision - MH reminded the meeting we have in principal approved the conversion of the hall electrics to accept a generator but are currently waiting for a quote.

10) Annual Litter Pick - LC reported the volunteers collected about 17 bags of rubbish despite the rain and were pleased to find Parsonage Estate and Hugo Platt playground had already been cleared by the school – it is good to have their involvement.

11) Parish and District Council elections – 4 May 2023

- a) MH noted there will be no Parish Council election as there were insufficient candidates. After the last election we requested the number required was reduced from 13 to 9 but there have only been 5 applications so all are automatically appointed – Laura Craven, Mike Galley, Max Harwood, Zoe Maclehose and Elena McCloskey.
- b) AC noted there was an issue with his form so it was rejected; he will stand for co-option at the May meeting. LC added the forms were complicated and most needed amendments.
- c) This leaves 3 vacancies which we need to fill by co-option.
- d) MH noted that no other parishes in Chichester District are having an election though Chichester and Selsey towns are.
- e) There are two candidates standing for Harting Ward in the District Council – Tim O’Kelly (husband of and in place of KOK) for the Liberal Democratic Party and Bob Hall for the Conservative Party.
- f) Clerk reminded all candidates of the requirement to complete an election expenses form (even if it’s a nil return) and reminded the meeting of the new requirement for photographic ID when voting.

12) Annual Parish Meeting – Thursday 20th April 2023 at 7pm - MH noted the new format where organisations have been invited to host a table to talk to people about what they do. LC/ZM will do the refreshments with help from MR though Clerk noted she hasn’t received many responses.

13) Coronation –

- a) LC reported our bid for a CDC Coronation grant for bulbs was successful and we have been awarded £500. She has written an article for the R&T asking for location suggestions and will investigate bulb options. They need to be planted somewhere visible that won’t be immediately mowed. Clerk noted that if we are able to purchase and reclaim the VAT it would increase amount available to spend. AC has spoken to somebody from Rake and suggested 1/3 of the bulbs could be planted there – by the bus shelter, under village gateways, Oliver’s Piece and on the recreation ground.
- b) On behalf of Rake community AC sought a donation towards their coronation event; MH reminded the meeting we have already promised Rogate event £250.00. After discussion, AC’s proposal of **resolution ‘to award Rake Coronation event £150’** was seconded by LC and unanimously approved.

14) Finance matters

- a) Monthly finance report to the Council – as it was year-end 31.03.2023 AC reminded the meeting the precept was increased this year after remaining static for 7 years. Expenditure has increased in some areas, especially with the aging playgrounds and we have to be mindful there is a cost to the Clerk being asked to do things. When awarding grants, we have to be aware of our budget and try not to spend our reserves which, ideally, should be equivalent to a year’s precept as ours are now falling below this level. The continued monitoring of expenditure is important.
- b) After discussion, AC proposal of **resolution ‘council to accept Income & expenditure, balance sheet and asset lists for year-end 31.03.2023’** was seconded by MH and unanimously approved. AC noted the annual audit return will be on the agenda for approval in May.
- c) It was noted EM, as a non-bank signatory, would be asked to check the bank statement this month.
- d) Bank payments authorisation – AC and MH to approve this month’s online payments.
- e) Clerk reminded the meeting with GM standing down there was a vacancy on the finance committee (he is Chairman) and we would need another bank signatory.

- f) AC noted the payment to WSCC bus shelter volunteers who did an excellent job building the Rake bus shelter which is now regularly used – the project was delayed because of covid. We appreciate their volunteer work completing another project for us and look forward to working with them again.

Receipts noted:		
Unity Trust Bank	Interest – 3 months (prior year accounts)	£122.47
Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£15.59
Rogate Village Hall	Hall hire	£46.00
WSCC	Rake bus shelter (prior year accounts)	£2,850.50
Unity Trust Bank	Charges – 3 months (prior year accounts)	£18.00
Laura Craven	Expenses – litter picking event	£29.80
WSCC	Bus shelter volunteer's donation	£500.00
Simon Wells	Fyning speed signs expenses repayment	£104.90

Committee/Working group reports:

15) Finance Committee

- a) The minutes from the Finance committee meeting of 28th November 2022 were received.
- b) The Finance Committee meeting on Monday 25th September 2023 was noted.

16) Planning

- a) The comments from the planning Working Group discussions of 20th March and 11th April 2023 were received.
- b) The Planning Working Group discussion being held via zoom as necessary was noted.

17) Open Spaces Committee

- a) The minutes of the Open Spaces Committee meeting of 23rd January 2023 were received.
- b) The Open Spaces Committee meeting on Monday 22nd May 2023 was noted.
- c) AC updated the meeting from the Open Spaces Committee meeting of 27th March 2023 which reported some paths to the Footpath Warden ahead of their 15-month inspection and looked at the woodland management plan. Although the plan lasts for 10 years it should have been reviewed after 5 years in 2022. The original plan included an environmental study and was quite ambitious so it was agreed we need to understand the risk and ensure our woodlands are safe.
- d) AC met with the WSCC footpath warden to look at the path from opposite the bottom of Fyning Lane down towards Black Bridge and consider the issues of the path being ploughed, water damage from extraction pipes and the need for a boardwalk over the boggy area.
- e) AC reported on the SDNP priority plan – it has no legal standing and if there is a Neighbourhood Plan in place it has to be in agreement with it or the NP would need to be updated and undergo all the original consultation processes. Of the 140 parishes in the SDNP only 41 have completed NP's and the PP would allow other parishes to feed into the SDNP. They want open spaces to be available to everybody, including visitors to the national park though are not providing any funds to do so. They have requested information on all open spaces (of which we have about 40 in the parish) which is a significant task even though they have extended the deadline from April to October. AC will look further at the requirements and aim to provide an overview of our Open Spaces to SDNP – he will report back to the next meeting.

18) Drainage issues/operation watershed – Clerk noted the application for North Street Operation Watershed works has been submitted to WSCC and we are waiting for a decision. If we have enough resources we can try to get an Operation Watershed scheme to deal with the spring in Fyning Lane.

19) Projects and grants – AC reminded the meeting an application has been made for a SDNP CIL grant towards the cost of village gateways and explained CIL money is paid by developers when housing is built. A % is automatically awarded to any parish with development while the rest is available for wider projects though finding out about the criteria wasn't simple and it takes time to dig to find available grants – we need to be doing more of it.

Village organisation reports:

20) Rogate and Rake Schools – no update.

21) Rogate Village Hall – MR noted they, like other organisations, are struggling with volunteers and need to appoint a new booking Clerk.

22) White Horse – MH noted they held a successful introduction meeting in the village hall and hope to open the pub in July. They may seek some funding from the community but the detail is not yet clear.

23) East Lodge – MH noted Denise Rajchel has now retired as Chief Executive of PHA Homes and Linda Wallace has started in the role. We understand pre-application advice is being sought from SDNP but the parish council are not statutory consultees at this stage and do not have access to the documents. Should an application be made at a later date, these documents and advice given will be available through SDNP planning portal website.

24) Correspondence -

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

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

26) Date of next meeting – the next **Full Parish Council Meeting** will be on THIRD Monday 15th May at 5.00pm at Rogate Village Hall because of Coronation bank holiday

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

Chairman:

Date: