



Meeting held at Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Vice-chairman Adrian Collins (AC), Laura Craven (LC), Elena McCloskey (EM), Mike Galley (MG) and Zoe Maclehorse (ZM).

Clerk: Debbie Harknett

There were no members of the public in attendance.

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- 1) **It was noted the meeting would not be recorded.**
- 2) **Apologies for absence** were received and accepted from Chairman Max Harwood (MH) and noted from County Councillor Kate O'Kelly (KOK) & District Councillor Tim O'Kelly (TOK).
- 3) **There were no declarations of interest in items on the agenda.**
- 4) **The minutes of the last meeting held on 12th June 2023** were approved by the Council as a true record to be signed by Chairman.
- 5) **Representations from the Public:** none.
- 6) **Report from District Councillor** – TOK's report had been circulated prior to the meeting:
 - a) New Cabinet has been appointed with Adrian Moss as Leader. TOK is on the Corporate Governance & Licensing committees and the Economic Development panel which advises the leader.
 - b) The local plan is progressing with Officers finalising responses to the recent consultation but, as we are in the National Park, it does not affect us unduly.
 - c) Midhurst Angel Hotel fire – the road re-opened on Friday 23rd June. The council has sponsored a marketing package to promote the town not only within the local papers but also within those outside of the area along with an online marketing campaign.
 - d) Small & start-up businesses grants - info: www.chichester.gov.uk/enablinggrantscheme.
 - e) Household Support Fund – help from: www.chichester.gov.uk/supportingyoucampaign
 - f) Carbon emissions – second electric refuse vehicle has been received forming part of the council's commitment to reducing its carbon emissions.
- 7) **Report from County Councillor** – KOK's report had been circulated prior to the meeting:
 - a) Active travel strategy was debated by scrutiny committee last week when they called to retain more money for cycling versus walking (already many more kms of segregated walking than cycling). Member group on walking & cycling been disbanded but they are still zero rated from Active Travel England for new cycling schemes and not eligible for gov money – they questioned this decision.
 - b) Midhurst to Stedham cycle way widening – as part of this scheme speed limit of 30mph is being extended to beyond Woolbeeding junction – official consultation on the TRO is now complete.
 - c) Friends of Rother Valley way – discussions with landowners continue.
 - d) Full Council 17th July – Lib Dems are bringing a motion about Highways maintenance.
 - e) Minerals local plan 5-year review was debated at Full Council with recommendation it was still relevant and effective and therefore didn't need a review. KOK put in an amendment on behalf of the Lib Dem group to ask for a review specifically of the hydrocarbon policy in view of climate change as mitigating climate change was not a strategic objective in 2018 version. Amendment failed to pass but she will continue to push for update to WSCC policy.
 - f) Health and Adult Social Care Committee (HASC) main item for scrutiny was Sussex wide shared delivery plan for NHS/Social care integration. Long aspirational document. Leaders claimed they were being ambitious but some targets for improvement appeared to not be overly so – e.g., 5% increase in patient satisfaction scores by end of 2023; non-specific target to improve access to dentistry; no patient waiting over 65 weeks for elective, planned treatment; odd and specific target of no more than 548 patients waiting over 62 days for cancer treatment. They made point waiting that long for cancer treatment is too long and will continue to challenge.
- 8) **Chairman's Report** – nothing to report not covered elsewhere on agenda.

Matters for discussion:

9) Speed reduction in the village

- a) Fyning Lane – Clerk reported WSCC Highways raised concern about the location of two of the 20mph signs installed as they are on highways land without permission but they were not concerned about the design. MG reported they will be moved to private land.
 - Clerk noted the 20mph TRO application has been formally acknowledged by Highways and queries answered.
 - MG formally thanked Simon Wells for his help in preparing the application and signs; thoughts that were echoed throughout.
- b) Hillbrow Road – AC reported the 30mph TRO application has also been formally acknowledged by Highways.
 - AC also thanked the Hillbrow Residents Group for their help in preparing the application; thoughts that were echoed throughout.
 - AC noted that one of the Speed Indicator Devices had failed and has been sent away for repair.
 - AC reported a resident of London Road had approached Kate O’Kelly regarding the traffic speed and noise on the London Road between Hillbrow and Rake. He has met with the resident to discuss the issues and will seek support from Kate O’Kelly for a site visit by Highways to consider options to remedy the noise issue and potential for TRO.
- c) Rogate village centre – Community Highways Scheme for a 20mph zone in the village centre. Following last months meeting it was confirmed that Parsonage Estate would be included in the application; altering the church wall would be complicated and therefore need a specific application and that Highways appear satisfied with the NP survey responses as proof of public support. Therefore, we sent a letter of support (along with KOK) to James Stock who has submitted the application ahead of the 31 July deadline. The PC expressed their thanks for his work on this. AC reminded the meeting it is a long process beginning with an adjudication of all CHS applications submitted in West Sussex to determine those which will be taken forward to the next stage.

10) Emergency ‘warm space’ provision

- a) Clerk reported that following last months meeting we were informed the hall was unable to obtain insurance to use a shared generator. While the cost to underwrite it would be around £850 insurance cover would not be limited to theft but also for the hall in case of fire or damage. She reminded the meeting we have received a £500 grant from George Street Trust towards the required electric installation and that SSE are currently offering community resilience grants which can include a generator but it has to be of their specification. However, a generator would have to be permanently housed inside and fuel would become unusable over time and the hall have said they haven’t got the space to do this.
- b) Thanks were expressed for the offer of a shared generator and to the hall for their exploratory work but it looks like we can’t take it any further if they can’t obtain insurance. It was agreed it would be a waste of public funds to pay for the installation of the generator electrics if they wouldn’t get used. If the scheme doesn’t proceed the grant would need to be repaid.
- c) EM asked if we could arrange anything (through payment) with SSE to be on a priority list for the provision of a generator if power is lost for an extended period. While it was agreed a paid arrangement wouldn’t be appropriate, we could contact them, explain the vulnerability of Parsonage residents that are reliant on electricity and if there is any way we could be a ‘vulnerable village’ with priority. Residents also need to be encouraged to register as vulnerable.
- d) AC reminded the meeting that Parsonage residents are particularly reliant on electricity since open fires were blocked up and many have no alternative source of heating.
- e) MG asked if the church would be a suitable alternative location – it was therefore agreed LC/MG to explore this option.

11) R&T monthly letter from the Parish Council – there was some discussion about supporting the Chairman with this. After discussion, it was agreed Councillors could provide information to share the responsibility of the letter contents but the ownership should remain with the Chairman.

12) SDNPA – the appointment of Andrew Shaxson and Alun Aylesbury as West Sussex parish representatives to the board was noted. Clerk has asked through AS that the nomination and election process is reviewed in view of the problems and concerns raised.

13) Operation Watershed – North Street (bottom end) road closure from 14/8/2023-1/9/2023 will be in place 24/7. Pedestrian access will remain to all property and vehicle access to the hall. There was some discussion about the disruption but acknowledgement that the PC is not responsible but has done its

best to inform residents and check if any are vulnerable. Neighbours have said they will help each other as the flood prevention works are in their interest.

14) Parsonage entrance wildflower area – Clerk reminded the meeting this area was created by Nick Heasman, SDNP in 2022 with our support and Highways permission. Concerns had been raised by a MOP about the height of the flowers obstructing view when exiting from the Estate but sight lines were checked by Highways to be within their guidelines and the area was due to be cut in two weeks. Disappointingly, it appears members of the public have taken action and cut 85% of the flowers in full bloom, damaging the roots and destroying the work from the last couple of years. Hours of time, money and energy given to the project destroyed. LC’s offer to write something for the R&T explaining the need to encourage biodiversity was welcomed. With thanks to Nick, SDNP and ask how we can help.

15) Recreation playground litter bin – Clerk reported concerns have been raised about the contents of the playground litter bin which is the only bin on the Recreation Ground. It is currently emptied by a volunteer on an honorarium basis but this no longer seems appropriate. CDC offer a bin emptying service if the bin meets their requirements. The installed cost is £450+vat with a weekly emptying cost of £1.78+vat though there is currently a waiting list. After discussion, LC’s proposal of **resolution ‘to ask CDC to install a new bin and arrange a weekly emptying contract’** was seconded by AC and unanimously approved with further agreement to place it inside the playground and ask the hall to install a further bin nearer the car park exit.

16) Finance matters

- a) Monthly finance report to the Council – AC noted there is nothing of exception within the current expenditure but the receipt of over £70,000 Operation Watershed funds distorts the budget report.
- b) Non-cheque signatory to check reconciliation – ZM.
- c) Bank payments authorisation – AC and MH. We have received confirmation the mandate has been changed and both MG and AS have received information to allow them to register for online banking.

Receipts noted:		
Unity Trust Bank	Interest received – 3 months	£281.42
Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£15.59
Rogate Village Hall	Hall hire	£23.00
Unity Trust Bank	Bank charges – 3 months	£18.00
Netwise	Website hosting (annual charge)	£528.00
Elan City	Speed Indicator Device return/repair	£326.27

Committee/Working group reports:

17) Finance Committee

The Finance Committee meeting on Monday 25th September 2023 was noted.

18) Planning

- a) The comments from the Planning Working Group discussion of 30th May 2023 were received.
- b) The Planning Working Group discussion being held via zoom as necessary was noted.

19) Open Spaces Committee

- a) The Open Spaces Committee meeting on 24th July 2023 was noted.
- b) Terwick Woodland – LC reported on a meeting with her, MH and Roger Fitter (RF) to look at the possibility of thinning some pine trees from the woodland as it is getting congested. She explained there is difficulty with the access as there has to be sufficient head clearance for loading wood but they have identified a spot close to the existing entrance where they can make a gap with enough clearance for lorries. This would involve removing some scrub holly and part of the earth bund which would be reinstated on completion of the works and a temporary surface would be used to enable the lorry to manoeuvre. After discussion, it was agreed a permanent entrance with a gate or padlock & chain was not needed as it is unlikely access would be required for another 5-10 years. As we have assurance from RF the income from the sale of the wood will more than cover costs incurred LC’s **resolution ‘to appoint woodmen (as recommended by RF) to make a temporary access and hardstanding to remove the pine trees as marked’** was seconded by AC and unanimously approved as being in the interests of good woodland management. Planning and Highways permissions for new temporary access to be checked.

- c) Litter picking equipment grant application – LC noted Trotton PC made a successful grant application for litter picking equipment and suggested we could do the same to create an equipment pool to share between councils. However, she felt the service we get from CDC was excellent and it was agreed storage of equipment was difficult. Therefore, after discussion it was agreed not to pursue but thank Trotton for their suggestion.

20) Drainage issues/operation watershed – covered under item 13).

21) Projects and grants – management of Parish Council grant applications – AC explained the need to find out what grants are available and if we can utilise them. While appreciating it is time consuming it appears we have missed out on some grant opportunities. Information available often shows what they have been awarded for items that the PC has self-funded in the past. EM felt we need to have a list of projects that we could seek grants for or be ready to apply should a new grant become available. EM added that many grants require match funding or applications from charities though some, like Biffa want to fund large projects over £100,000. After much discussion, it was agreed all options need to be looked at – to be aware of grants and utilise them (as in the recent CDC coronation grant), to research and apply for grants like the SDNP CIL grant (we have applied for gateways) as well as having longer term project aims to seek grants for.

Village organisation reports:

22) Rogate and Rake Schools – AC noted he has spoken to several parents and there doesn't seem to be any concerns about Rake school.

23) Rogate and Rake Village Halls – no update.

24) Correspondence -

- a) Emails as previously circulated. AC noted we have contacted a Petersfield/Liphook based Zumba group and asked them to stop putting notices up in Rake bus shelter. The activity is out of the area and the heavy-duty staple gun used to post the notices is damaging the shelter.
- 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 **Monday 14th August at 5.00pm at Rogate Village Hall.**

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

Chairman:

Date: