



**Open Spaces Committee Meeting -  
Minutes  
Monday 25<sup>th</sup> September 2023**

Meeting held in Rogate Village Hall Pavilion starting at 6.00pm.

Parish Councillors in attendance: Chairman Laura Craven (LC), Max Harwood (MH) and Zoe MacLehose (ZM).

There were no members of the public in attendance.

Clerk: Debbie Harknett

**Chairman:** Laura Craven

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**Clerk:** Debbie Harknett

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- 1) **It was noted the meeting would not be recorded.**
- 2) **Apologies for absence** were received and accepted from Adrian Collins (AC).
- 3) **There were no declarations of interest in items on the agenda.**
- 4) **Representation from the public** – none.
- 5) **The minutes of the last meeting** held on Monday 24<sup>th</sup> July 2023 were approved for signing by the Chairman.
- 6) **Actions from last meeting (not covered elsewhere):**
  - a) Village bus shelter notice board – we have instructed a contractor through ‘Local Treasurers’ to repair/replace the cork backing.
  - b) Terwick bus shelter cleaning – agree to monitor, especially when the leaves have fallen.
  - c) Fyning corner grit bin – agreed to leave damaged bin in place this year and monitor its use over the winter before deciding about replacing/moving.
  - d) Fyning Lane post box – Clerk has made an application to Royal Mail to move to the opposite side of the road by Terwick bus shelter where it would be easier to access and less muddy. They will make a decision within 25 weeks – February 2024.
  - e) Village playground bin replacement is with Chichester District Council, we are waiting for their availability to install and being able to empty weekly.
  - f) Garbett’s Steps – LC informed the meeting that English Woodland have clearer their side to allow access to the wood. Rev Doyle and parents have done a great job clearing and repairing the steps on the school side so the woodland is now accessible for Forest School.
- 7) **Woodland management** –
  - a) Our enquiry to SDNP planners about any planning permission requirement for a temporary vehicle access into Terwick Woodland response was ‘the site consists of a dwelling in Terwick Wood’ and therefore ‘does not fall under the provision of permitted development’. The Committee noted they are incorrect in their statement as there is no property on the site and this implied that planning permission was not required since the advice only seems to cover land with dwellings.
  - b) After discussion, and being mindful of the legal responsibility to keep the area safe, LC’s proposal of **resolution ‘to instruct Roger Fitter to carry out the work asap’** was seconded by MH and agreed by ZM. Clerk to instruct contractor and notify highways when we have a date for the work.
  - c) Rake Recreation Ground – Clerk to arrange for the annual hedge cutting to be carried out. LC noted the full council meeting agreed to the purchase of wildflowers which will be planted and maintained by local residents.
  - d) East Lodge planter – LC reminded the meeting of the need to replant and ZM’s proposal of **resolution ‘to purchase plants to a maximum cost of £50.00’** was seconded by MH. LC will purchase and plant; EL residents will look after once planted.

8) **Play areas/outdoor gym** – Clerk noted we have appointed somebody (through Local Treasurers) to clean and treat all the woodwork at the village hall playground in the hope of extending its life. AC has been liaising with the contractor who will access water and power from the White Horse and carry out the work over two weekends. AC went through the annual inspection report with him and found no matters of concern at this time; he will check again when the work is complete.

9) **Footpaths** –

- a) ZM noted there is a large tree branch on the path by Black Bridge – she will give the Clerk What3Words so it can be reported.
- b) Concern was raised about some hedges being overgrown – along roads as well as footpaths – agreed to monitor as the farmer is likely to cut after harvest.

10) **Winter resilience plan** – this was reviewed with no change.

11) **Coronation bulbs** –

- a) LC reported she has taken delivery of the bulbs purchased with our CDC Coronation ground – 10 x 20kg bags – a lot of daffodils!
- b) The specifically requested bulbs for Oliver’s Piece have been passed on.
- c) She has already planted at The Dell and Parsonage entrance and has bags for volunteers to plant at the Hall, Haben, School, Bull Hill, Hillbrow and Rake bus shelter. There is a working party on Sunday 8 October from 2pm to plant in the village centre in front of the church.
- d) Thanks were given to LC for her hard work in managing this project which should provide a wonderful golden display in the spring and for many years after.

12) **Fyning Water supply** – Clerk noted Southern Water had checked we still want the supply because there has been no usage and reminded members the annual cost is about £80.00. After discussion, it was agreed to leave connected in case there were ever a fire.

13) **Annual policy review**

- a) Use of Open Spaces policy
- b) Meter detecting policy
- c) Emergency/contingency policy

After reviewing the policies it was felt they were still appropriate though the Emergency plan would need further review if a SSE grant is awarded for a generator for the hall. LC’s proposal of **resolution ‘to accept the policies unchanged’** was seconded by ZM and agreed by MH.

14) **The next Open Spaces Committee Meeting** is scheduled to be held at 6.00pm on Monday 27<sup>th</sup> November 2023 in Rogate Village Hall Pavilion.

There being no further business the meeting closed at 6.45pm.

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Chairman

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Date