



Notice is hereby given a meeting of Rogate Parish Council is to take place on **Monday 8th January 2024** at **Rogate Village Hall** commencing at **5.00pm**.

Chairman: Max Harwood
max.harwood@rogateparishcouncil.gov.uk

www.rogateparishcouncil.gov.uk

Vice-Chairman: Adrian Collins
adrian.collins@rogateparishcouncil.gov.uk

- 1) **Recording of the meeting** – to be noted
- 2) **To receive and approve apologies for absence**
- 3) **Declarations of interest of items on the agenda**
- 4) **Council vacancies:**
 - a) **To note resignation from David Seddon.**
 - b) **To consider how best to fill vacancies.**
- 5) **Minutes of last meeting** – to approve and sign the minutes of the meeting held on Monday 11th December 2023 as a true record.
- 6) **Representations from the Public** (15 mins total-max 3 mins per person)

Reports from representatives of outside bodies:

- 7) West Sussex County Councillor - Dr Kate O’Kelly
- 8) Chichester District Councillor - Tim O’Kelly
- 9) **Chairman’s Report** – to be circulated

Matters for discussion:

- 10) **Council address information**
- 11) **Defibrillator for Terwick Rise**
- 12) **Hillbrow TRO application update**
- 13) **Rogate Village Community Highways Scheme update**
- 14) **Rake Tennis club** – to consider their grant application
- 15) **Salt spreading on Parsonage Estate** – request for loan of spreader
- 16) **Finance report and matters**
 - a) Monthly finance report to the Council.
 - b) Non-cheque signatory to check reconciliation.
 - c) Bank payments for authorisation and to approve signatories for this month’s payments.

Receipts:		
Unity Trust Bank	Deposit interest – 3 months	£502.28
Payments to be approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Repay-zoom video conferencing monthly cost	£15.59
Rogate Village Hall	Hall hire	£23.00
Unity Trust Bank	Account charge – 3 months	£18.00

Committee/Working Group reports:

17) Finance Committee

- a) To note Finance Committee meeting on 25th March 2024.

18)Planning

- a) To receive comments from Planning Working Group discussion of 20th November 2023.
- b) To note zoom Planning Working Group discussion will be held as necessary.

19)Open Spaces Committee

- a) To note Open Spaces Committee meeting on 25th March 2024.
- b) Update from Open Spaces Committee.

20)Policy reviews –

- a) Data protection - AS
- b) Recording of public meetings - MH
- c) Press and media – ZM
- d) Risk register – AC
- e) Transparency code - MG
- f) Grant award policy & procedures - MH

21)Projects and grants - to consider revised SDNP CIL application

22)Drainage issues/operation watershed - update

Village organisation reports -

23)Rogate and Rake Schools

24)Rogate and Rake Village Halls

General:

25)Correspondence –

- Emails as previously circulated.
- Bank Statements received – filed in finance file.

26)Information for Council (for noting or inclusion on a future Agenda)

An opportunity for Councillors to note or include matters on future Agendas.

27)Date of next meeting

To confirm the date of the next **Full Council Meeting**, is scheduled to be on **Monday 12th February 2024 at 5.00pm in Rogate Village Hall.**

By order of Clerk to the Council: Debbie Harknett (03.01.2024)