



Meeting held at Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Vice-Chairman Adrian Collins (AC), Laura Craven (LC), Zoe Macle hose (ZM), Elena McCloskey (EM), Octavia Pollock (OP) and Angie Simonds (AS).

There were no members of the public (MOP) in attendance.

Clerk: Debbie Harknett

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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 Mike Galley (MG) and Max Harwood (MH) and noted from Kate O'Kelly (KOK) and Tim O'Kelly (TOK).
- 3) **There were no declarations of interest in items on the agenda.**
- 4) **Council vacancies:** AC was very pleased that we had received an application from Octavia Pollock and his proposal of **resolution 'to co-opt Octavia Pollock to Rogate Parish Council'** was seconded by LC and unanimously approved and OP was welcomed to the council.
- 5) **The minutes of the last meeting** held on 15th January 2024 were approved by the Council as a true record and signed by Chairman.
- 6) **Representations from the Public:** none

Reports from representatives of outside bodies:

- 7) **West Sussex County Councillor – KOK's report had been circulated prior to the meeting:**
 - a) Highways – potholes and flooding are challenging – please keep reporting the potholes and let her know any specific road which has deteriorated considerably.
 - b) Heath and Adult Social Care Committee (HASC) – Sussex partnership announcement to cut dementia services memory assessment and complex beds from Jan-March 2024 – they have asked for an urgent report from the Trust flagging the impact this will have on WSCC services.
 - c) Access to dentistry is of concern across the country but significant in West Sussex. They heard from frontline dentists about how difficult it is to recruit and retain dentists. There are areas of WS that are dental deserts where it's impossible to get an NHS appointment and people are being asked to travel to Hampshire which doesn't work for elderly/those without transport. Agreed the main problem is the current dental contract is not fit for purpose and they called on Government to expedite its reform.
 - d) Education – there's a proposal to close a Chichester primary school in order to expand St Anthony's to increase county SEND provision which is controversial for the children attending the school.
 - e) Book a bus – following its success in rural areas around Petworth and Chichester the service has been expanded with the introduction of the '96 Flex' zone serving those in the northwest area of Chichester up to Midhurst (including Lavant and South Harting). It is a demand-responsive service with no fixed timetable or route, instead operating on the bookings it received via the Ride Pingo app or call centre on 01243 858854. There are plans to further expand to areas including Rogate and Nyewood later this spring. Anyone can use the service anytime between 7.00am-7.00pm Monday-Saturday. Passengers travelling in groups can request up to 5 seats per booking, subject to availability. More info www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/bus-and-coach-travel/bus-passes-and-discounts/bus-it/book-a-bus/
 - f) Clerk will report on behalf of MG the Fyning Lane potholes – one is really big and dangerous again.
- 8) **Chichester District Councillor – TOK's report had been circulated prior to the meeting:**
 - a) Funding - Government increase is considerably less than inflation, which has made it extremely difficult to manage the numbers but the council is pressing ahead with some key projects.
 - b) Homes for all is one of their key priorities with the aim is to create more short-stay accommodation for people facing homelessness. The cost-of-living crisis continues to affect many people in the district; in

the past six months 115 households have joined their housing register. At the moment a significant amount of money is being spent on nightly paid accommodation so they are keen to look at ways they can reduce this while helping people access the appropriate housing they need.

- c) Food waste recycling - all houses in the district will have food waste collected by 2026 which requires investment of around £4.5m to buy new vehicles, bins and to look at how the service will operate.
- d) Boosting the economy – a project is the return of an ice-skating rink in Chichester for the winter to encourage more visitors to the city.

9) Chairman's report – AC noted some concerns had been raised about tree felling in the village which had been passed to our tree warden and Forestry England.

Matters for discussion:

10) Salt spreading on Parsonage Estate – AC noted MH had spoken to the volunteer since the last meeting. It was agreed, given that we are already in February the urgency for this winter is passed so Open Spaces committee can discuss ready for next winter.

- LC noted the damaged grit bin is still waiting for collection in Fyning Lane; Clerk to chase again. AS raised concern that the bin wasn't being replaced but as it was constantly being damaged it had been agreed it wasn't viable.

11) Potential closure of Petersfield Recycling centre – AC noted the current EHDC consultation is open until 31/3/2024 which includes the potential closure of recycling centres in Petersfield and Bordon. Though they are in Hampshire there is an agreement between WSCC and EHDC which permits Rogate residents to use the Petersfield Recycling centre. After discussion, LC's proposal to respond to the consultation to voice our concern about the potential increase in fly tipping being false economy was unanimously agreed; Clerk to respond.

12) Social housing

- a) AC reported on the recent second Hyde meeting. The local parish representatives (including TOK and members from Trotton and Stedham) met with two representatives from Hyde. A positive meeting where Hyde reported a change in policy had been agreed the previous day – they will no longer sell any houses on the open market unless their refurbishment cost is more than £25,000. In the last 3 years only two houses have cost more than £15k to refurbish so they don't think the limit will be an issue though it was noted there was currently a property for sale in Stedham that would exceed this limit but they had agreement to remove it from sale.
- b) Hyde are also going to improve contact with tenants with the appointment of local wardens to help prevent houses undergoing unauthorised refurbishment (which Hyde have to remove at their cost when the property becomes vacant) and to improve the standards of homes. They are also looking at areas for possible development/redevelopment. Next meeting in May.
- c) AC noted that he and MH are attending a meeting with SDNP next week arranged by the same local parishes group to discuss housing policy and, in particular, the trends towards reducing the number of small houses in the area and the loss of affordable housing through sales by social housing providers. Hyde are going to attend. Clerk noted it is happening elsewhere as there are also houses for sale in Liss and Petersfield which are owned by different social housing providers.
- d) CDC All Parishes meeting 19 February via zoom – we and the local parishes group requested the loss of social housing to be an agenda item but it doesn't appear to be though Hyde will be attending the meeting. Two parish representatives are able to attend – AC to talk to MH; AS also volunteered.

13) Traffic matters:

- a) **Hillbrow 30mph TRO application** – AC explained this is ongoing and we are waiting for the consultation to start.
- b) **Rogate Village 20mph zone Community Highways Scheme (CHS)** – AC reported we have today heard from WSCC Engineers to arrange a meeting to discuss the scheme. AC volunteered to attend; Clerk will liaise with the MOP who submitted the application and arrange an appointment.
 - AC noted communication with a MOP who has raised questions about various highway matters including village gateways for the A272 and a reduction in the speed limit on the A272 at the bottom of Fyning Lane. We have responded to explain we were unsuccessful in our bid for a SDNP CIL grant of £7,200 to purchase gateways but have been invited to revisit the application and the Rogate village CHS information can now be included in the application and will not

commit to this expenditure from PC budget whilst this source of funding remains a realistic prospect. He reminded the meeting that the Hillbrow gateways were purchased by the residents of that area.

- AC explained the 'buffer areas' either side of the proposed Rogate village 20mph zone will be discussed at the meeting.
- LC noted the church has written to support the CHS scheme and scheme detail will hopefully be available at our Annual Parish Meeting in April.

- c) **Rogate Church wall** – LC reported another accident has caused further damage to the wall. They are no longer able to obtain insurance for the wall because of the significant number of accidents and are already waiting for a repair to be carried out – at a cost of about £10k because of the significant cost of traffic management during the repair.
- Clerked noted she and the Churchwarden have contacted highways but there appears to be no easy solution. AC will raise the matter during the CHS scheme meeting to see if anything could be incorporated.

14) Finance matters

- a) Monthly finance report to the Council – AC noted we are in a healthy position, as expected, with 75% of the budget spent and 2 months remaining. He reminded members we had earned about £1,000 in interest from holding the Operation Watershed money which had been a bonus. He also reminded the meeting that a little more than half the budget is for managing the PC which would be unable to function without the Clerk/RFO. He reported recent an abnormal amount of email requests from a MOP demanding information on a wide variety of subjects and of a historical nature. AC commented on the need to be cognizant of the cost implications with regard to clerk's time spent in responding to such emails. We have responded to explain we will respond as appropriate with regard to legal requirements and the cost to the PC. AC added that we should not be expending the cost of the clerk providing information demanded in emails from MOP which is already available on the PC website or on the WSCC or Chichester DC websites.
- b) Non-cheque signatory to check reconciliation – ZM.
- c) Bank payments authorisation – AC and AS.

Payments approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Debbie Harknett	Zoom video conferencing monthly cost	£15.59
Rogate Village Hall	Hall hire	£46.00
Rake Tennis Club	Grant	£600.00
CPC Battery Services Ltd	SID replacement batteries	£313.54

Committee/Working group reports:

15) Finance Committee

The Finance Committee meeting on Monday 25th March 2024 was noted.

16) Planning

- a) The comments from the Planning Working Group discussion of 18th December 2023 were received.
- b) The Planning Working Group discussion being held via zoom on 4th March 2024 was noted.

17) Open Spaces Committee

- a) The minutes from the Open Spaces Committee meeting of 27th November 2023 were received.
- b) The Open Spaces Committee meeting on 25th March 2024 was noted.

Update from Open Spaces Committee:

- c) LC noted the fallen tree at The Dell that was near the power line she reported last year has been removed by WSCC but they didn't remove the one underneath so she will file a new report.
- d) AC reported on the road from Tullecombe to the Drovers there is a significant number of mature silver birch trees that are leaning precariously towards the road; Clerk to report.
- e) ZM reported a broken gate on the path up North Lane; she will provide photo and What3Words so the Clerk can report.
- f) LC reminded the meeting the annual litter pick is Saturday 16th March; she has contacted CDC to arrange the equipment loan and rubbish collection and will do an item for the R&T.
- g) AC met with the contractors from Fresh Air Fitness to attend to the rust on the Outdoor Gym equipment who appear surprised by the amount of rust. They dealt with it efficiently and while taking the equipment apart they greased it and replaced the limiters on the air walker. They recommended

this should be done annually and AC suggested we include as part of our annual maintenance program.

18) Policy reviews

- a) Data protection – AS reviewed this and felt the existing policy was ok but recommended it be updated with the key points from the Information Commissioners Office principals. She asked about personal information available with planning applications; AC noted this is publicly held information that is available for all time on the SDNP website. It was agreed that Members need to self-manage data they hold and delete when it is no longer relevant (such as sensitive payment information). Policy to be circulated for approval at the next meeting.
- b) Risk Register – AC asked the Clerk to resend him the sample suggested by the auditor.
- c) Transparency code – in MH’s absence the Clerk will update and circulate ahead of next month’s meeting.

19) Projects and grants – SDNP CIL application discussed under Rogate CHS scheme.

20) Drainage issues/operation watershed – ideas for a possible scheme at Fyning Lane is ongoing.

Village organisation reports:

21) Rogate and Rake Schools – there was nothing to update.

22) Rogate and Rake Village Halls – there was nothing to update.

23) Correspondence -

- a) Bank statements received – filed in finance file.
- b) Other information/emails – circulated as received.
- c) The clerk noted from December minutes to avoid any confusion – Rogate Stores building and flat is on the market, not the business of the shop which has a continuing lease.
- d) We have received correspondence from two MOP’s raising concerns about the ‘Pumpkin patch’ operation which had been shared with the County and District Councillors as well as Highways and Planning Departments who need to conduct a fair investigation. We had spoken to the farmer and arranged a joint meeting with him, the parishioners, KOK and TOK to discuss it but we now find the MOPs no longer wishes to participate in the meeting.
- e) AC noted a grant request from the Tyler Trust; after discussion and viewing their website it was agreed it was not an appropriate cause for our PC to donate our funds to.

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

25) Date of next meeting – the next **Full Parish Council Meeting** will be on **Monday 11th March 2024 at 5.00pm at Rogate Village Hall.**

There being no further business the meeting closed at 6.35pm.

Chairman:

Date: