



Notice is hereby given a meeting of Rogate Parish Council is to take place on **Monday 11th March 2024** at **Rogate Village Hall** commencing at **5.00pm**.

Chairman: Max Harwood

www.rogateparishcouncil.gov.uk

Vice-Chairman: Adrian Collins

max.harwood@rogateparishcouncil.gov.uk

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) **Minutes of last meeting** – to approve and sign the minutes of the meeting held on Monday 12th February 2024 as a true record.
- 5) **Representations from the Public** (15 mins total-max 3 mins per person)

Reports from representatives of outside bodies:

- 6) West Sussex County Councillor - Dr Kate O’Kelly
- 7) Chichester District Councillor - Tim O’Kelly

- 8) **Chairman’s Report** – to be circulated

Matters for discussion:

- 9) **Playground inspections**
- 10) **CDC All parishes meeting** – update
- 11) **Social Housing discussion meeting with SDNP and local parishes** - update
- 12) **SDNP parish workshop** – 13th March at 6.30pm (online)
- 13) **Traffic matters:**
 - a) Hillbrow TRO application update
 - b) Rogate Village Community Highways Scheme update

14) 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.

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
Debbie Harknett	Clerk’s expenses – 3 months	£86.10
Parish Online	Mapping subscription	£108.00
Mick Butcher	Rogate & Fyning bus shelter cleaning - 6 months	£200.00
Sean Farren	Hugo Platt playground grounds maintenance - 6 months	£100.00
Fred Fosberry	Bin emptying/cleaning – 6 months	£100.00
Geoff Cornwell	Rake Recreation ground maintenance – 6 months	£100.00

Committee/Working Group reports:

15) Finance Committee

To note Finance Committee meeting on 25th March 2024.

16)Planning

- a) To receive comments from Planning Working Group discussions of 16th January and 2nd February 2024.
- b) To note zoom Planning Working Group discussion will be held as necessary.

17)Open Spaces Committee

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

18)Policy reviews –

- a) Data protection - AS
- b) Risk register – AC
- c) Transparency code – Clerk
- d) Data retention policy - Clerk
- e) Freedom of Information policy – MH
- f) Vexatious complaints policy – AC

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

20)Drainage issues/operation watershed – update

Village organisation reports -

21)Rogate and Rake Schools

22)Rogate and Rake Village Halls

General:

23)Correspondence –

- a) Bank Statements received – filed in finance file.
- b) Emails as previously circulated.
- c) Freedom of Information request
- d) Excessive and vexatious complaint
- e) Japanese knotweed

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

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

25)Date of next meeting

To confirm the date of the next **Full Council Meeting**, is scheduled to be on **Monday 8th April 2024 at 5.00pm in Rake Village Hall**.

By order of Clerk to the Council: Debbie Harknett (05.03.2024)