



Notice is hereby given a meeting of Rogate Parish Council is to take place on **Monday 10th June 2024** at **Rogate Village Hall** commencing at **5.00pm**.

Chair: Max Harwood

www.rogateparishcouncil.gov.uk

Vice-Chair: Adrian Collins

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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 13th May 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) **Rother Valley Way**
- 9) **Chair’s Report** – to be circulated

Matters for discussion:

- 10) **Lupin** (Liss United People In Need) – to consider grant request
- 11) **Rogate Hall** – youth club room furniture grant
- 12) **Traffic matters:**
 - a) Hillbrow TRO application update
 - b) Rogate Village Community Highways Scheme update
- 13) **Finance report and matters**
 - a) Monthly finance report to the Council.
 - b) Non-bank 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	Outdoor gym annual lease 2023	£25.00
Rogate Village Hall	Hall hire	£46.00
Debbie Harknett	Clerks’ expenses (3 months)	£126.64

Committee/Working Group reports:

14) Finance Committee

To note Finance Committee meeting on Monday 30th September 2024.

15) Planning

To note zoom Planning Working Group on Wednesday 12th June 2024.

16)Open Spaces Committee

- a) To receive Open Spaces Committee meeting of 25th March 2024.
- b) To note Open Spaces Committee meeting on 22nd July 2024.
- c) Update from Open Spaces Committee meeting on 20th May 2024.

17)Policy reviews –

- a) Vexatious complaints/communication policy – LC
- b) Training - ZM
- c) Privacy - MH
- d) Child Protection and Vulnerable adults - LC
- e) Modern slavery - AS
- f) Bullying and harassment - OP
- g) Annual: Standing orders; Code of Conduct; Financial regulations; Risk register; Transparency code.

18)Projects and grants

19)Drainage issues/operation watershed – update

Village organisation reports -

20)Rogate and Rake Schools

21)Rogate and Rake Village Halls

General:

22)Correspondence –

- a) Bank Statements received – filed in finance file.
- b) Emails as previously circulated.
- c) Complaint to CDC Monitoring Officer

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

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

24)Date of next meeting

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

By order of Clerk to the Council: Debbie Harknett (31.05.2024)