



Meeting held at Rogate Village Hall starting at 5.00pm.

Parish Councillors in attendance: Chair: Max Harwood (MH), Adrian Collins (AC), Laura Craven (LC), Zoe Maclehose (ZM) and Elena McCloskey (EM).

There was one member of the public (MOP) in attendance.

Clerk: Debbie Harknett

Chair: max.harwood@rogateparishcouncil.gov.uk  
www.rogateparishcouncil.gov.uk

Vice-chair: adrian.collins@rogateparishcouncil.gov.uk  
Clerk: clerk@rogateparishcouncil.gov.uk

- 1) **It was noted the meeting would not be recorded.**
- 2) **Apologies for absence** were received and accepted from and Mike Galley (MG), Octavia Pollock (OP) and Angie Simonds (AS) and noted from County Councillor Kate O'Kelly (KOK) and District Councillor Tim O'Kelly (TOK).
- 3) **There were no declarations of interest in items on the agenda.**
- 4) **The minutes of the last meeting** held on 13<sup>th</sup> May 2024 were approved by the Council as a true record and signed by Chair.
- 5) **Representations from the public:** see Rothery Valley Way.

**Reports from representatives of outside bodies:**

**6) West Sussex County Councillor –**

- a) KOK had reported they had a full council meeting last week but no decisions were made because of the current elections.
- b) As ever, any concerns please let her know.

**7) Chichester District Councillor –** TOK's report had been circulated prior to the meeting:

- a) General election – work is continuing at CDC although elected councillors are taking a back seat in any public announcements due to Purdah.
- b) Christmas plans – CDC are looking to hold a number of events and activities in Chichester city centre with the aim to ensure Chichester is an attractive and exciting place to visit.
- c) Excavations in Chichester – the archaeology team have been digging in Priory Park adjacent to the Franciscan Priory building where they have made some exciting discoveries.
- d) Novium Museum is calling on people to share their memoirs as part of a new project about the former Shipham's factory with an exhibition planned for 2025.

**8) Rother Valley Way**

- a) A MOP spoke about the Friends of Rother Valley Way – a community-based group established in 2017 behind the aspiration for an accessible, traffic free, shared use path between Petersfield and Midhurst based on the old railway line route. The 9¼ mile route runs through attractive countryside within the south downs. Passenger traffic ceased in 1955 with commercial traffic continuing for a little longer ownership has now been subsumed by the farming community.
- b) Rogate station was actually in Nyewood; AC noted the original route clips the parish in a couple of places.
- c) SDNP, WSCC, CDC, HCC, EHC, Sustrains are all supporting the venture.
- d) As well as being beneficial for the environment and promoting active travel it would provide a safe alternative route for users and make it safer and less tiresome for motorists.
- e) The route is likely to encourage tourism and be good for businesses along the route.
- f) It is probable the route would be completed in three sections – Petersfield to Nyewood; Nyewood to Elsted and Elsted to Midhurst. Disused railway lines are flat which makes the creation of a path easier but they are aware in some areas it will not be possible to stick exactly to the original route and it will be necessary to deviate.
- g) Centurian Way – the Chichester to Midhurst pathway has been completed to West Dean with the next section to Singleton is complete though not useable until the section to Cocking is finished.

- h) Feasibility reports have been carried out along with research into land ownership and some introduction letters sent to owners. They are now wanting to engage with the communities to spread the word.
- i) No land will be purchased though some maybe leased. There are options for screening a path if necessary with hedging which helps create linear biodiversity corridors.

The MOP left with thanks.

**9) Chair’s report** – MH’s report had been circulated prior to the meeting:

- a) Terwick Wood – he and LC met with a contactor to discuss the thinning of the scotch pine who was happy with our proposal of a temporary entrance. The work will probably take a couple of days in September or October. The value of the wood should cover the access creation costs so there will be no financial burden or benefit to the PC though it will be good for the management of the woodland.
- b) Terwick Wood - spraying of the rhododendron. The contractor has walked round the wood and feels that a second spray is now required with the work normally being carried out in the autumn. The contractor gets booked up so we need to book him now. Do we want to only spray the rhododendrons that were sprayed last time or add a few new clumps that have appeared? After discussion, it was agreed to continue to control the non-native, invasive species (as attractive as it is) so we would book him in while obtaining a price for the two options so a decision can be reached.
- c) Lupin field by Terwick church – he and OP attended a meeting with representatives from the church and the National Trust ranger to discuss the upkeep of the field which has fallen into disrepair. A plan was agreed with NT cutting the grass using traditional hay making methods if possible. Yellow rattle will be introduced into the section of the field nearer the church to suppress the stronger grasses which block the lupins and a working party will be organised in the autumn to spread the lupin seeds.
- d) Road to Terwick Church – the churchwarden has received notification from WSCC Highways to say the road is going to be resurfaced; though there is no date on the communication it is progress.

**Matters for discussion:**

**10) Lupin** (Liss United People In Need) – grant request circulated ahead of the meeting. They have been providing significant hospital transport support to a resident of Rogate Parish and wondered if we could help with any of the costs they have incurred. After discussion, LC’s proposal of **resolution ‘to award a £150 grant to LUPIN’** was seconded by ZM and unanimously agreed.

**11) Rogate Hall** – to consider youth club room furniture grant – waiting on response from hall to arrange a meeting to look at the options.

**12) Traffic matters:**

- a) **Rogate Village 20mph zone Community Highways Scheme (CHS)** – no update.
- b) **Hillbrow 30mph TRO application** – public consultation period finished on 10<sup>th</sup> May 2024.

**13) Finance matters –**

- a) AC noted there was nothing exceptional with the year-to-date spend in line with the budget with the insurance of over £1,000 having been paid last month.
- b) Non-bank signatory to check reconciliation – ZM.
- c) Bank payments authorisation – AC and MH.
- d) Clerk noted she has received the Lloyds bank card but not yet had a chance to log-in to see how it works.

<b>Payments approved:</b>		
		Undisclosed
Clerk/RFO	Salary/PAYE/Pension	
Debbie Harknett	Zoom video conferencing monthly cost	£15.59
Rogate Village Hall	Outdoor gym lease 2023	£25.00
Debbie Harknett	Clerks’ expenses (3 months)	£126.64
Rogate Village Hall	Hall hire – April	£46.00
RJ Playgrounds	Playground repair	£108.00
Rogate Village Hall	Hall hire – May	£46.00
Sean Farren	Fyning Recreation Ground strimming	£120.00

## Committee/Working group reports:

### 14) Finance Committee

The Finance Committee meeting on Monday 30<sup>th</sup> September 2024 was noted.

### 15) Planning

- a) The comments from the Planning Working Group discussion of 2<sup>nd</sup> April 2024 were received.
- b) The zoom Planning Working Group discussion on 12<sup>th</sup> June 2024 was noted with AC volunteering to attend to ensure it is quorate.
- c) AC noted that if planning permission is granted for the development of Wenham Holt it should require a CIL payment – we should make representation to ensure Rogate PC gets its share as the access to the site is through Rogate though the building is in Liss parish/East Hampshire.
- d) AC reported significant earthworks and tree removal at the Copper Beeches/Heathmount old care home site as there is no obvious planning application; Clerk will check and ask Liss PC.

### 16) Open Spaces Committee

- a) The minutes of the Open Spaces Committee meeting on 25<sup>th</sup> March 2024 were received.
- b) The Open Spaces Committee meeting on 22<sup>nd</sup> July 2024 was noted.  
Update from Open Spaces Committee –
- c) LC confirmed MH's Chairman's comments about Terwick Woodland coppicing and explained the cost would be balanced by the value of the wood but the gain would be a healthier woodland.
- d) LC noted a problem with the playground had been reported by a MOP; she had taped off access to the piece of equipment to deny access and the Clerk asked the contractor to repair. We were very pleased to receive a quick response – he repaired it within 24 hours.
- e) Clerk noted the annual RoSPA playground inspections are due this month.
- f) LC noted the routine WS footpath inspections are due to be carried out this month – we have passed some concerns to the ranger.
- g) Clerk noted she has received a quote from Vsigns for replacement letters for the churchyard 'Rogate' sign which need replacing - £75+vat plus £125 for fitting should we wish to do so. AC offered to look closely at the sign to gauge the required work. The Clerk wondered if it would be more cost effective to get two sets at the same time – she will obtain a revised price. AC's proposal of **resolution 'to purchase a set of letters from Vsigns at a cost of £75 (or two sets if second cost is less')** was seconded by LC and unanimously agreed. *Post meeting note: price for two sets £95+vat.*

### 17) Policy reviews –

- a) Vexatious complaints/communication policy – LC's updated draft had been circulated ahead of the meeting and had been shared with the monitoring officer whose comments were shared. After taking these onboard, LC's proposal of **resolution 'to adopt the revised vexatious complaints/communication policy'** was seconded by ZM and unanimously agreed.
- b) Training – having looked at the policy ZM proposal of **resolution 'to accept review without change'** was seconded by AC and unanimously agreed.
- c) Child Protection and Vulnerable adults – LC's proposal of **resolution 'the two policies be combined as one'** was seconded by AC and unanimously agreed. Her recommendation that we should have guidance as to what happens if there are ever any concerns was supported – just because it is not our business doesn't stop us being involved. Need to decide how/who any concerns raised should be reported to.

Noted remaining policies:

- d) Privacy - MH
- e) Modern slavery - AS
- f) Bullying and harassment - OP
- g) Others: Standing orders; Code of Conduct; Financial regulations; Risk register; Transparency code.

### 18) Projects and grants – no update.

### 19) Drainage issues/operation watershed – ongoing discussion.

**Village organisation reports:**

**20) Rogate and Rake Schools** – MH noted concern has been raised that Midhurst Rother College’s exclusion policy is aggressive and thereby leaving youngsters bored at home. Questions were also raised about admission to Petersfield School or Bohunt School (Liphook) and whether they were excluding children from Rogate. After checking it appears both schools are currently oversubscribed so are not going to review their admissions policy but Rake primary is already a feeder school for Bohunt.

**21) Rogate and Rake Village Halls** – MH reported there has been an outbreak of vandalism in Rogate and the police have been informed. A car was driven across the football field doing ‘doughnuts’ damaging the grass; stones were thrown at the hall windows while Brownies were staying and the tennis shed and other buildings have been broken into/damaged – it is understood they were not all carried out by the same individuals.

**22) Correspondence -**

- a) Bank statements received – filed in finance file.
- b) Other information/emails – circulated as received. Clerk noted a complaint about overgrown hedges in Rake – she informed the MOP WSCC will not take any action during bird nesting season but they can be reported, if appropriate, in the autumn. They also reported the debris on the footpath by Rakelands which she has reported to highways.
- c) Complaint to CDC Monitoring Officer – he received an approach from a local resident who raised many issues alleging various failures of the parish council. He has met with the resident and talked to the Chair and Clerk as well as looking at the PC website and various correspondence. He has no concerns that he needs (or wishes) to raise with the parish council about matters raised and has closed his file on the matter.
- d) Clerk noted we have just received an email about the speed sign on the A272 at Parsonage as it seems to have been turned around again. AC reminded the meeting it had rusted off and flipped around which he reported to WSCC Highways in April when turned it around to face the correct way. Somebody must have turned back again – so it appears to be unrestricted speed limit when entering the village and 30mph when leaving. He will raise with WS Highways again.

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

**24) Date of next meeting** – the **Full Parish Council Meeting** will be on **Monday 8<sup>th</sup> July 2024 at 5.00pm at Rogate Village Hall.**

There being no further business the meeting closed at 6.34 pm.

Chair: .....

Date: .....