



Notice is hereby given a meeting of Rogate Parish Council is to take place on **Monday 8th July 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 10th June 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) **Chair’s report** – to be circulated

Matters for discussion:

- 9) **Rogate Hall** – youth club room furniture grant
- 10) **Traffic matters:**
 - a) Hillbrow TRO application update
 - b) Rogate Village Community Highways Scheme update
- 11) **Finance report and matters**
 - a) Monthly finance report to the Council.
 - b) Non-bank signatory to check reconciliation.
 - c) Lloyds bank card update
 - d) Bank payments for authorisation and to approve signatories for this month’s payments.

Receipts:		
Unity Trust Bank	Interest – 3 months	£314.00
Payments to be approved:		
Clerk/RFO	Salary/PAYE/Pension	Undisclosed
Unity Trust Bank	Charges – 3 months	£18.00
Lloyds Bank	Monthly card charge	£3.00
Rogate Village Hall	Hall hire	£46.00
LUPIN	Grant	£150.00
Playsafety	Annual RoSPA inspections	£451.20
Netwise	Annual website cost	£528.00
VSigns	‘Rogate’ sign lettering	£114.00
Card payments:		
Zoom	Video conferencing monthly cost	£15.59

Committee/Working Group reports:

12) Finance Committee

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

13)Planning

- a) To receive comments of Planning Working Group meeting of 7th May 2024.
- b) To note zoom Planning Working Group discussion on Monday 15th July 2024.

14)Open Spaces Committee

- a) To note Open Spaces Committee meeting on 22nd July 2024.
- b) Update from Open Spaces Committee.

15)Policy reviews –

- a) Privacy - MH
- b) Child Protection and Vulnerable adults - LC
- c) Modern slavery - AS
- d) Bullying and harassment - OP
- e) Annual: Standing orders; Code of Conduct; Financial regulations; Risk register; Transparency code.

16)Projects and grants

17)Drainage issues/operation watershed – update

Village organisation reports -

18)Rogate and Rake Schools

19)Rogate and Rake Village Halls

General:

20)Correspondence –

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

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

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

22)Date of next meeting

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

By order of Clerk to the Council: Debbie Harknett (02.07.2024)