



Meeting held at Old Youth Club Room, Rogate Village Hall starting at 5.30pm.

Parish Councillors in attendance: Vice-Chair: Adrian Collins (AC), Laura Craven (LC), Zoe Maclehose (ZM) and Octavia Pollock (OP).

District Councillor: Tim O'Kelly (TOK)

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

County Councillor: Dr Kate O'Kelly (KOK)

Minute taker: Trish Walker

Chair: max.harwood@rogateparishcouncil.gov.uk

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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 Max Harwood (MH), Elena McCloskey (EM), Angie Simonds (AS) and noted from the Clerk, Debbie Harknett.
- 3) **There were no declarations of interest in items on the agenda.**
- 4) **The minutes of the last meeting** held on Monday 12th August 2024 were approved by the Council as a true record and signed by Chair.
- 5) **Representations from the public:** none.

Reports from representatives of outside bodies:

- 6) **West Sussex County Councillor** – KOK's report had been circulated ahead of the meeting:
 - a) B2146 closure at Harting is still ongoing. There has been no decision on the Uppark sewage connection works at this time.
 - b) West Sussex Fire and Rescue Service is running a series of free electric blankets testing sessions in October. Appointments can be made for blanket testing by calling 0345 872 9719.
 - c) Young People – the Director of Public Health at WSCC has recently published a retrospective report which is a snapshot but shows the extent of the mental health problem including the rise in referrals.
- 7) **Chichester District Councillor** – TOK's report had been circulated ahead of the meeting:
 - a) The Climate change consultation opened on 1st July and has had a good response. It closes on 30th September and everyone is urged to take part.
 - b) Community Orchard Groups – groups in the Chichester district area are being encouraged to apply for funding from the £9k scheme which is open until 17th January 2024. Funds will be allocated on a first come first served basis.
 - c) Be Scam Aware – A scam awareness day will be taking place on Saturday 28th September at The Assembly Rooms in Chichester at 9.30am.
 - d) Skate Scoot and Bike event – organised by CDC is on 15th September at the Westgate Leisure Centre from 11am to 4pm. There will be displays by experts and opportunities to have a go at various disciplines.
- 8) **Chair's report** – MH's report had been circulated prior to the meeting:
 - a) Thanks to LC for organising another successful Dell tidy up.
 - b) The 30mph speed limit has been implemented along the Rogate Road, Hillbrow.
 - c) The furniture we purchased as a grant to Rogate Village Hall for the Old Youth Club room is now in place and the room is available for meetings. It is understood that the shelf on the wall adjacent to the table will be removed.

Matters for discussion:

9) Traffic matters:

- a) **Hillbrow 30mph TRO application** – AC noted the scheme has now been implemented. A message

of thanks has been received from the Rogate Road Residents Association.

- b) **Rogate Village 20mph zone Community Highways Scheme (CHS)** – KOK confirmed the Scheme is about to go to tender. Once this has happened it will become a public document and various concerns can be raised such as the 40mph buffer zone either side of Rogate to ensure a transition to 20mph.
- c) At the previous meeting the Council had agreed to fund the double-sided ornate village gateways. It had been agreed in previous discussions with WSCC highways and confirmed via email that the installation of the gateways will be included in the CHS project. The tender document does not refer to this aspect of the project. KOK will check this with the team.

10) MP Andrew Griffiths surgery

It was noted the MP had been very proactive and we have arranged a surgery for Friday 18th October at 9.15am at Rogate Village Hall. Appointments necessary – email andrew.griffith.mp@parliament.uk.

KOK and TOK left the meeting.

- 11) **Villager of the year award** - it was agreed this item would be deferred until the October meeting when more information would be available.

12) Finance matters –

- a) AC went through budget/expenditure to date noting we are 5 months into the financial year and this matches with the percentage of budget spent. He noted the cost of the furniture for the Old Youth Club room had been set against the grant budget.
- b) AC noted the bank reconciliation now includes the Lloyds commercial card. Non-bank signatory to check reconciliation – ZM.
- c) Bank payments authorisation – AC and MH.

Payments approved:		
Clerk/RFO	Salary/PAYE/NI/Pension	Undisclosed
Lloyds Bank	Monthly card charge	£3.00
GoPak	YC room furniture – grant	£1,400.44
Debbie Harknett	Clerk's expenses (3 months)	£81.14
Mulberry Local Authority	Clerks training	£60.00
Card payments:		
Zoom	Video conferencing monthly cost	£15.59
Spusu	Mobile monthly cost (introductory rate)	£1.00

Committee/Working group reports:

13) Finance Committee

The Finance Committee meeting on Monday 7th October 2024 was noted. This meeting will consider Risk Management policy and start to consider the budget for 2025/26.

14) Planning

- a) The comments from the Planning Working Group discussion of 5th August July 2024 were received.
- b) It was noted that a zoom Planning Working Group discussion will be held as necessary.

15) Open Spaces Committee

- a) The Open Spaces Committee meeting on 30th September 2024 was noted.
Update from Open Spaces Committee –
- b) LC reported the Dell clearing operation had gone very well.
- c) LC thanked AC for the repair work to the 'S' bench seat at the village playground.
- d) LC noted the gate does not currently have a latch, this may be useful and will be considered further.
- e) LC has written a report for the R&T News on the Dell clearance work undertaken by volunteers.
- f) LC noted that more plants will need to be purchased for the planter outside East Lodge. AC thanked LC for volunteering to replenish the plants and reminded members the c£100 cost is provided for from the maintenance budget.
- g) A member of public had raised concerns about the overgrown hedge on the path leading from Fyning to the garage. LC had confirmed that growth had narrowed the path but cannot be handled by a volunteer working party due to its proximity to the main road. It was agreed that matter should

be reported to WSCC highways.

16) Projects and grants –

- a) SDNP CIL grant – to note our revised application submitted for the village gateways is still in hand.
- b) Other grants for village gateways will be explored by EM.

17) Drainage issues/operation watershed – It was agreed this item would be deferred to the October meeting.

Village organisation reports:

18) Rogate and Rake Schools – none.

19) Rogate and Rake Village Halls – none.

20) Correspondence -

- a) Bank statements received – filed in finance file.
- b) SDNPA Parishes meeting on 2 October 2024 at 6.30pm
- c) Other information/emails – circulated as received.

21) Information for the Council (for noting or inclusion on a future Agenda) – to consider a Villager of the year award to be included on next agenda.

22) Date of next meeting – the **Full Parish Council Meeting** will be on **Monday 14th October 2024 at 5.30pm at Rogate Village Hall old Youth Club Room.**

There being no further business the meeting closed at 6.20 pm.

Chair:

Date: