



Public notice is hereby given that a meeting of Rogate Parish Council is to take place on **Monday 14<sup>th</sup> October 2024** at **Rogate Village Hall old youth club room** commencing at **5.30pm**.

Members of the public are invited to attend.

**Chair:** Max Harwood

[www.rogateparishcouncil.gov.uk](http://www.rogateparishcouncil.gov.uk)

**Vice-Chair:** Adrian Collins

[max.harwood@rogateparishcouncil.gov.uk](mailto:max.harwood@rogateparishcouncil.gov.uk)

[adrian.collins@rogateparishcouncil.gov.uk](mailto: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 Rogate Parish Council meeting held on Monday 9<sup>th</sup> September 2024 as a true record.
- 5) **Representations from the Public** (15 mins total) *Note: this provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to ask questions for up to 3 minutes each, raising concerns or making comments on matters affecting Rogate parish. No decision can be taken during this session but the Chair may decide to refer matters raised for further consideration.*

**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) **Traffic matters:** Rogate Village Community Highways Scheme update
- 10) **Villager of the year award**
- 11) **Terwick Lupin field**
- 12) **To consider grant applications from:**
  - a) Kent, Sussex and Surrey Air Ambulance
  - b) Tyler Trust
  - c) Terwick churchyard
  - d) Rogate churchyard
  - e) Little Angels
- 13) **Parish Council communication**
- 14) **To note:** MP Andrew Griffith surgery Friday 18 October (by prior appointment only)  
Police Scam Presentation Monday 21<sup>st</sup> October at 7.00pm
- 15) **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.

<b>Receipts:</b>		
Chichester District Council	Precept – second tranche	£20,921.50
Unity Trust Bank	Interest	£354.66
Unity Trust Bank	Refund of incorrect bank charges	£20.80
<b>Transfer to be approved:</b>		
Current account to deposit account		£10,000.00
<b>Payments to be approved:</b>		
Clerk/RFO	Salary/PAYE/NI/Pension	Undisclosed
Rogate Village Hall	September hall hire	£23.00
Unity Trust Bank	Bank charges – incorrect	£20.80
Unity Trust Bank	Bank charges	£18.00
Adrian Collins	Playground repair materials	£152.59

Patricia Walker	Locum Clerk	£60.00
Laura Craven	Planter plants	£30.97
David Dolby	Rhododendron spraying	£876.00
Fred Fosberry	Bin cleaning – 6 months	£100.00
Geoff Cornwell	Rake recreation ground – 6 months	£100.00
Mick Butcher	Bus shelter cleaning – 6 months	£200.00
Sean Farren	Hugo Platt maintenance – 6 months	£100.00
R&T News	Subscription	£150.00
Petersfield Citizens Advice	Grant	£350.00
Henry Warren Hall	Hall hire	£15.00
<b>Card payments:</b>		
Lloyds Bank	Monthly card charge	£3.00
Zoom	Video conferencing monthly cost	£15.59
Spusu	Mobile monthly cost (introductory rate)	£1.00

#### Committee/Working Group reports:

##### 16) Finance Committee

- a) To receive the minutes of the Finance Committee meeting of 29<sup>th</sup> April 2024.
- b) To note Finance Committee meeting on Monday 25<sup>th</sup> November 2024.
- c) Update from Finance Committee meeting of Monday 7<sup>th</sup> October 2024.

##### 17) Planning

- a) To receive comments of Planning Working Group meeting of 2<sup>nd</sup> September 2024.
- b) To note zoom Planning Working Group discussion will be held as required.

##### 18) Open Spaces Committee

- a) To receive the minutes of the Open Spaces Committee meeting of 22<sup>nd</sup> July 2024.
- b) To note Open Spaces Committee meeting on Monday 25<sup>th</sup> November 2024.
- c) Update from Open Spaces Committee meeting of 30<sup>th</sup> September 2024.

##### 19) Policy reviews –

- a) Privacy - MH
- b) Child Protection and Vulnerable adults - LC
- c) Modern slavery - AS
- d) Risk register - AC
- e) Financial regulations, Standing orders, Code of Conduct, Transparency code

##### 20) Projects and grants – village gateways

##### 21) Drainage issues/operation watershed – update

#### Village organisation reports -

##### 22) Rogate and Rake Schools

##### 23) Rogate and Rake Village Halls

#### General:

##### 24) Correspondence –

- a) Bank Statements received – filed in finance file.
- b) Emails as previously circulated.
- c) FOI request received and responded to.

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

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

##### 26) Date of next meeting

To confirm the date of the next **Full Council Meeting**, is scheduled to be on **Monday 11<sup>th</sup> November 2024 at 5.30pm in Rogate village hall old youth club room.**

By order of Clerk to the Council: Debbie Harknett (09.10.2024)