



Rogate Parish Council Meeting - Agenda Monday 9th December 2024

Public notice is hereby given that a meeting of Rogate Parish Council is to take place on **Monday 9th December 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

Vice-Chair: Adrian Collins

max.harwood@rogateparishcouncil.gov.uk

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 11th November 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) **SDNP Local Plan review** – Land Availability Assessment - draft site allocation
- 10) **MP letter to residents of Fyning**
- 11) **To consider 4Sight grant request**
- 12) **WSCC flooding brief – zoom 16 December 2024**

13) Finance report and matters

- a) Budget 2025/26 – to approve the budget detail (as recommended by the Finance Committee) for precept of £44,335.00.
- b) Monthly finance report to the Council.
- c) Non-bank signatory to check reconciliation.
- d) Bank payments for authorisation and to approve signatories for this month's payments.

Payments to be approved:		
Clerk/RFO	Salary/PAYE/NI/Pension	Undisclosed
Unity Trust Bank	Monthly transaction fees	£9.15
Rogate Village Hall	Hall hire – August	£23.00
Rogate Village Hall	Hall hire – November	£69.00
Debbie Harknett	Clerks' expenses (3 months)	£72.80
Card payments:		
Zoom	Video conferencing monthly cost	£15.59
Spusu	Mobile monthly cost (introductory rate)	£1.00
Sainsbury's	Meeting room clock	£13.50

Committee/Working Group reports:

14) Finance Committee

- a) To receive minutes of Finance Committee meeting of 7th October 2024.
- b) To note Finance Committee meeting on Monday 24th March 2025.
- c) Update from Finance Committee meeting on 25th November 2024.

15) Planning

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

16) Open Spaces Committee

- a) To receive minutes of Open Spaces Committee meeting on 30th September 2024.
- b) To note Open Spaces Committee meeting on Monday 27th January 2025.
- c) Update from Open Spaces Committee.

17) Policy reviews –

- a) Modern slavery - AS
- b) Financial regulations – AC/Clerk
- c) Standing orders - MG
- d) Code of Conduct - GM

18) Projects and grants – village gateways

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.

23) Information for Council

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

24) Date of next meeting

To confirm the date of the next **Full Council Meeting**, is scheduled to be on **Monday 13th January 2025 at 5.30pm in Rogate village hall old youth club room.**

By order of Clerk to the Council: Debbie Harknett (03.12.2024)