



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

Parish Councillors in attendance: Chair: Max Harwood (MH), Adrian Collins (AC), Laura Craven (LC), Mike Galley (MG), Zoe Macle hose (ZM) Elena McCloskey (EM), Gerard McCloskey (GM) and Octavia Pollock (OP).

District Councillor: Tim O'Kelly (TOK)

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

Clerk: Debbie Harknett

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Clerk: clerk@rogateparishcouncil.gov.uk

- 1) **It was noted the meeting would not be recorded.**
- 2) **Apologies for absence were received and accepted** from Angie Simonds (AS) and noted from County Councillor Kate O'Kelly (KOK) who had called in before the start of the meeting.
- 3) **Declarations of interest in items on the agenda:** none.
- 4) **The minutes of the last meeting** held on Monday 10th February 2025 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) Devolution/Local government reorganisation – government consultation on proposals for a Mayoral Combined Authority for Sussex and Brighton is open until Sunday 13 April. All interested parties are encouraged to have their say - organisations and individuals who live and work in the region. It specifically asks about proposed geography; governance arrangements; supporting the economy; improving social outcomes; local government services; improving the local natural environment; support the needs of local communities and reflect local identity. More info: www.gov.uk/government/consultations/sussex-and-brighton-devolution.
 - b) Local government reorganisation (LGR) – more details have been published on plans and next steps. WSCC have been asked, alongside all other West Sussex Councils, to submit preliminary proposals by 21 March 2025. More detailed plans will follow broad engagement with partners.
 - c) March proposal is the interim point, with final proposals required by Government in September and likely decision from Ministers on what to put in place by the end of the year. Changes themselves may not be full in place until 2028. Proposed timeline for creation of combined authority and elected mayor in 2026 and for the unitary authorities to be ready in shadow form in 2027.
 - d) Health Committee scrutinised the ambulance service again with their performance improving on most criteria they are now out of special measures and their response times rank them 2nd in NHS league tables.
 - e) Budget day last week – their amendment included more budget for Highways maintenance, SEND assessments and assessments for elderly in hospital medically fit for discharge and reinstatement of funds for all the school crossings. The budget was agreed unamended.
 - f) LC reported that KOK had attended before the start of the meeting and informed us that after 8 years she is standing down as our County Councillor – she will be giving her notice this week with a by-election for her successor likely to take place on 1 May 2025. LC gave a vote of thanks for her tireless work on our behalf – she has always been very responsive to us and parishioners; thanks were echoed throughout.
- 7) **Chichester District Councillor** – TOK's report had been circulated ahead of the meeting:
 - a) Budget was passed with their part of the council tax increasing by £5.58 a year for a Band D property (up to £192.06). Unfortunately, this only accounts for 8% of council tax paid with County Council taking bulk of 77%; Police 11% and Parish Council 4%. National insurance rises will cost CDC £545,000 for which the government has funded £110k. Council agreed to fund a Community Assets Programme of £189k which will doubt the grants pot and enable more funds to be allocated to specific projects. The 'supporting you' scheme is fully funded for another year and there will be

increased support to generate the nighttime economy.

- b) Devolution – it has been confirmed there will be a Sussex wide Mayor with elections in May 2026.
- c) LGR is less clear though they have been told elections to the new Unitary Authority will take place in May 2027 to run alongside existing County & District Councils which will cease to exist in May 2028. This means the CC will run for a further 3 years without re-election and DC for an additional year. At the moment there is no idea of the share of these unitary councils but appears to be 4 options –
 - A northern unitary stretching from Crawley to Chichester and a Southern “Greater Brighton” including Adur and maybe Arun
 - A Coastal authority including Chichester but with Brighton on its own. (ie Adur, Arun, Worthing and Chichester)
 - The existing West Sussex CC area (ie not including Brighton)
 - A West-East division
- d) Waste & recycling rule changes require all businesses with more than 10 employees to have separate collections for food and recycling from 31 March 2025.
- e) AC noted as the consultation on devolution proposals closes 17th April there is not much time to consider a PC response. He found the CDC website useful, including their information on what different tiers of government are responsible for and was surprised by some things parishes can do – he will share a website link. TOK added Chichester City is a parish council who obviously have a lot more to be responsible for than smaller parishes.
- f) In response to LC’s question TOK explained most existing Mayoral areas are for a city (Manchester, Bristol) where things like transport policies make sense rather than an area being spread out like Sussex. Mayor’s will be elected every 5-years.

8) Chair’s report – MH’s report had been circulated ahead of the meeting:

- a) Thanks to AC for repairing the gate to the children’s playground on Rogate Recreation Ground; to a MOP who has taken down a number of dead trees close to the path in Terwick Wood; to LC for arranging another working party to clear the Dell path and to those involved with obtaining the CDC VE80 grant and purchasing a bench.
- b) Clerk has been in communication with Liss PC, East Hants DC and WSCC about the ongoing flooding at the Jolly Drivers - Liss PC didn’t seem to realise it was within their parish.
- c) SSE have sought permission from the council to clear overhanging branches from power lines in Terwick. He put them in touch with the landowners and we have confirmed that should any be on our land support their trimming back to secure the power lines.

Matters for discussion:

9) SDNP Local Plan review – Land Availability Assessment – draft site allocation response circulated ahead of the meeting

- a) MH thanked everyone for the co-operation on the response which has been very valuable. GM added it is an impressive document that made him proud to be part of the parish council and suggested a press release, particularly to draw attention to things we consider are errors within the LAA document.
- b) MH noted some parishes have considered appointing a planning expert, the cost of which could run into £thousands but he was not aware of any that have. While accepting that neither parish councillors nor the Clerk are planning experts it was unanimously agreed that with a lot of hard work, we have created a very good response document and the public had been consulted. TOK added he felt it was a fantastic document that clearly argued why the site is not suitable. AC’s suggestion that it would not be appropriate to use public funds to appoint a specialist to argue policy issues/points of law which should be challenged by larger authorities was unanimously supported.
- c) After discussion, LC’s proposal of **resolution ‘to agree and submit Rogate Parish Council’s detailed objection to SDNPA LAA CH236 Land west of Village Hall’** was seconded by GM and unanimously agreed. *Note: full response to be annexed to minutes and put on website as well.*

10) Village 20mph Traffic Regulation Order (TRO) update

- a) AC explained that WSCC Highways had clarified the query we had on the map.
- b) Update from WSCC Highways - Even with the success of 16 supporting comments for the TRO there are still a few comments that need answering to ensure all are redacted which may take some weeks but which should ultimately resolve the legal element of the project.

11) Annual litter pick – 15 March 2025 9-11.30am – meeting in Rogate Village Hall car park

LC reported that she has arranged to collect the litter picking equipment and bags from CDC on Friday and they will collect filled bags from the hall afterwards.

12) To consider grant request from Rogate Village Hall & Recreation Ground for security enhancements – request circulated ahead of meeting

- a) AC explained the hall committee is trying to make the playing field more secure from vehicle access following recent problems with it being damaged by joy riders and the ongoing risk of illegal traveler incursion. The VH committee is seeking a grant towards the £4,800 cost of new access gate and perimeter security.
- b) The security need for the grant application was acknowledged. However, PC grant funding allocated earlier in the year for the purchase of new tables/chairs for the VH and priority for any surplus funds in the current year budget must be preserved for the cost of village gateways. It was agreed to defer a decision until the next financial year (April meeting).
- c) EM noted that as a charity the hall is eligible for more grants than we are and her suggestion that they consider applying for other sources of grants had already been forwarded to the committee.
- d) TOK added he understands CDC have helped install bunds/works to prevent access to playing fields in Chichester city and suggested it is worth asking them and reminding them of the rural need. If the city/town becomes less accessible travellers will need to look for other sites and they have previously set up a camp in South Harting which is only a couple of miles away.

13) To consider volunteers electricity costs for recharging SID's

AC explained that the Speed Indicator Devices operate with batteries that need to be recharged at least weekly but more so as they age. There are 5 volunteers (2 in Rake, 2 in Hillbrow and 1 in Rogate) who have never asked for any contribution towards electricity charging cost or expenses in moving them around the village. The Parish Council are very grateful for their support and the SID's really do make a difference to traffic speed. After discussion, AC proposal of **resolution 'to offer SID volunteers £25 annually towards electricity costs'** was seconded by LC and unanimously agreed.

14) Chichester District Council VE80 grant – LC reported that following last month's meeting she had approached Rogate Church who welcomed the idea of a replacement bench for the path near the war memorial. Clerk successfully applied for the £250 grant which will be paid after submission of receipts. AC investigated bench alternatives and prices before recommending purchasing a bench at the best price and to secure an additional 10% discount the order was placed before the end of February. Net cost £299.25 which allows for the purchase of a commemorative plaque and ground fixings and still keep within £350 cost agreed in February meeting. The bench has been delivered to AC, installed by volunteers and welcomed by the community.

15) Asset register of land and leases – Clerk explained it has come to our attention historical information within our register is unsubstantiated - under Hugo Platt Playground lease it stated it was given by the PC to the District Council and leased back. We have checked and have no historical records, knowledge or understanding of ever owning this land and have no idea where the historical statement originated. LC's proposal of **resolution 'to correct land & leases asset register to remove any reference to Hugo Platt playground ever being under our ownership'** was seconded by OP and unanimously agreed.

TOK left with thanks.

16) Finance matters: anticipated budget comparison for year-end had been circulated ahead of meeting

- a) AC explained we are mainly within our budget but additional hours for the Clerk dealing with numerous MOP enquiries/FOI requests and the LAA response/public meeting preparation have understandably taken time over and above what would normally be anticipated all of which incur additional staff, NI and pension costs. It is looking like our year-end surplus will be c£3,700.
- b) AC explained there is currently £2,707 in RATA reserve and £4,135 in next year's budget giving a total available of £6,842 with the village gateways expected to cost c£10k before proposing **resolution 'to move £3,200 of general reserves into RATA'** which was seconded by GM and unanimously agreed. He added the general reserves should be at least 75% of the precept and in future years we will need to include a budget line to ensure this level is maintained.
- c) Non-bank signatory to check reconciliation – EM.
- d) Bank payments authorisation – AC and MH with MG to authorise AC's payment.

Transfer noted:			
From savings to current account			£5,000.00
Payments approved:			
Clerk/RFO	Bank	Salary/PAYE/NI/Pension	Undisclosed
Rogate Village Hall	Bank	Hall hire – February	£23.00

Unity Trust Bank	d/d	Monthly transaction fees – February	£6.90
Lloyds Bank	d/d	Monthly credit card fee - March	£3.00
Zoom	Card	Video conferencing monthly cost - February	£15.59
Spusu	Card	Mobile monthly cost - February	£5.00
Spusu	Card	Mobile monthly cost - March	£5.00
Adrian Collins	Bank	Refund of materials to repair gate	£37.82
Sloane & Sons	Bank	Memorial bench	£359.10
Debbie Harknett	Bank	Clerks' expenses (3 months)	£90.14
Parish Online	Bank	Online mapping subscription	£108.00
SLCC	Bank	Training	£18.00
Mick Butcher	Bank	Rogate & Fyning bus shelter cleaning-6 months	£200.00
Sean Farren	Bank	Hugo Platt playground grounds maintenance-6 months	£100.00
Fred Fosberry	Bank	Bin emptying/cleaning-6 months	£100.00
Geoff Cornwell	Bank	Rake Recreation grounds maintenance-6 months	£100.00
CPC Batteries	Card	SID replacement batteries	£173.86
Laura Craven	Bank	Repay bench brass plaque	£36.22

Committee/Working group reports:

17) Finance Committee

The Finance Committee meeting on Monday 24th March 2025 was noted though Clerk will check if it is needed before year end or if it can wait until end of April.

18) Planning

- a) The comments from the Planning Working Group discussion of 3rd February 2025 were received.
- b) It was noted that a zoom Planning Working Group discussion would be held as required.

19) Open Spaces Committee

- a) The Open Spaces Committee meeting on Monday 24th March 2025 was noted.
Update from Open Spaces Committee:
- b) Fyning Recreation Ground – LC reported that following complaints about horses using the benches as jumps and turfing up the soil we had put up some signs; MH added that some of these seem to have been replaced by pro-horse-riding signs. These have since been removed and the original signs reinstated.

20) Projects and grants – EM reported she has written to Inert Transport about a possible grant towards the village gateways and is awaiting a response. She will also look at the quarries and any other associated lorry transport ownership.

21) Drainage issues/operation watershed – no update.

Village organisation reports:

22) Rogate and Rake Schools – no update.

23) Rogate Village Hall and Rake Village Hall – no update.

24) Correspondence -

- a) Bank statements received – filed in finance file.
- b) Other information/emails – circulated as received.

25) Information for the Council (for noting or inclusion on a future Agenda) – none.

26) Date of next meeting – the **Full Parish Council Meeting** will be on **Monday 14th April 2025 at 5.30pm at Rogate Village Hall old Youth Club Room.**

There being no further business the meeting closed at 6.52pm.

Chair:

Date: