



Public notice is hereby given that a meeting of Rogate Parish Council is to take place on **Monday 14<sup>th</sup> April 2025** 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 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 10<sup>th</sup> March 2025 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** -
- 7) **Chichester District Councillor** - Tim O'Kelly
- 8) **Chair's report** – to be circulated

**Matters for discussion:**

- 9) **Rogate village 20mph TRO application** - update
- 10) **Annual litter pick** – 15 March 2025 9-11.30am
- 11) **Annual Parish Meeting** – 24<sup>th</sup> April 2025 – 6.30pm in Rogate Village Hall
- 12) **Devolution consultation** – to consider response (closes 17 April)
- 13) **To consider grant request from Rogate Village Hall & Recreation Ground**
- 14) **To consider membership of SALC**
- 15) **To consider meeting dates for 2025-26**
- 16) **To consider playground repair quotes**
- 17) **Finance report and matters**
  - a) Monthly finance report to the Council.
  - b) Review of banking arrangements
  - c) Non-bank signatory to check reconciliation.
  - d) Bank payments for authorisation and to approve signatories for this month's payments.

*Note: \* within prior year accounts*

**Receipts to note:**

|                  |         |                           |         |
|------------------|---------|---------------------------|---------|
| Chichester DC    | Bank    | *VE80 grant               | £250.00 |
| Unity Trust Bank | Savings | *Deposit account interest | £348.96 |
| HMRC             | Bank    | VAT refund (Jan-March)    | £139.28 |

**Payments to be approved:**

|                  |      |  |             |
|------------------|------|--|-------------|
| Clerk/HMRC/Nest  | Bank | Salary/PAYE/NI/Pension                           | Undisclosed |
| Unity Trust Bank | d/d  | *Monthly transaction fees – March                | £7.05       |
| Nicky Seaman     | Bank | *SID electric contribution                       | £25.00      |
| David Leonard    | Bank | *SID electric contribution                       | £25.00      |
| Adrian Collins   | Bank | *Refund bench anchors                            | £22.60      |
| Laura Craven     | Bank | Expenses for litter picking equipment collection | £28.80      |
| Zoom             | Card | *Video conferencing monthly cost – March         | £15.59      |
| Spusu            | Card | Mobile monthly cost - April                      | £5.00       |
| Lloyds Bank      | d/d  | *Monthly credit card fee - March                 | £3.00       |

**Committee/Working Group reports:**

**18) Finance Committee**

To note Finance Committee meeting on Monday 28<sup>th</sup> April 2025:

**19) Planning**

- a) To receive comments of the Planning Working Group meeting of 4<sup>th</sup> March 2025.
- b) To note zoom Planning Working Group discussion will be held as required.

**20) Open Spaces Committee**

- a) To receive minutes of Open Space Committee meeting on 27<sup>th</sup> January 2025.
- b) To note Open Spaces Committee meeting on Monday 19<sup>th</sup> May 2025.
- c) Update from Open Spaces Committee

**21) Projects and grants – village gateways**

**22) Drainage issues/operation watershed – update**

**Village organisation reports -**

**23) Rogate and Rake Schools**

**24) Rogate and Rake Village Halls**

**General:**

**25) Correspondence –**

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

**26) Information for Council**

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

**27) Date of next meeting**

To confirm the date of the **Annual Full Council Meeting**, is scheduled to be on **Monday 12<sup>th</sup> May 2025 at 5.30pm in Rogate village hall old youth club room.**

By order of Clerk to the Council: Debbie Harknett (08.04.2025)