



I hereby give notice that a Meeting of the Full Council will be held on **Monday 13th May 2019** in **Rogate Village Hall Pavilion** commencing at **7.30pm sharp**.

Members of the public are welcome to attend – any requests to make a public representation must be received by the Clerk by email no less than 24 hours prior to the meeting.

Chairman: Steve Williamson
steve@thestepsrake.co.uk

Vice-Chairman: Elizabeth Brown
rakehanger3@gmail.com

Clerk: Debbie Harknett
clerk@rogateparishcouncil.gov.uk

www.rogateparishcouncil.gov.uk

- 1) **Recording of the meeting** – to be noted
- 2) **Election of Council Chairman and Vice Chairman**
- 3) **Councillor vacancy(s)**
- 4) **Apologies for absence**
- 5) **Declarations of interest**
- 6) **Minutes of last meeting** – To approve and sign the minutes of the last meeting held on the 8th April 2019 as a true record.
- 7) **Representations from the Public** (15 mins) - Members of the public may ask the Chairman for permission to address the Council.
- 8) **Reports from County & District Councillor** Kate O'Kelly
- 9) **Formation of Committees for 2019/20 – Planning – Open Spaces – Finance**
- 10) **Chairman's Report**
- 11) **Finance report**
 - a) Monthly finance report to the Council.
 - b) Non-cheque signatory to check reconciliation.
 - c) Consider the findings of the review of the Annual Governance Statement
 - d) Approve Annual Governance Statement 2018/19
 - e) Consider the Accounting Statements for year end 31 March 2019
 - f) Approve accounts for year end 31 March 2019
 - g) Rake playground project –to consider ownership/responsibility.
 - h) Bank signatories

Receipts to be noted:		
HSBC	Bank interest	£1.74
Chichester District Council	Precept – first tranche	£15,463.00
Payments to be approved:		
Elizabeth Brown	Website cost re-imburement	£26.86
Steve Williamson	Chairman's Expenses	£43.00
Rogate Village Hall	Hall Hire – £21 over paid last month	£84.00
Clerk/RFO	Salary/PAYE	Undisclosed
Access Insurance	CLT insurance	£192.40
South East Water	Fyning water supply	£19.28
Zurich Insurance	Parish Council insurance	£907.57

12) Committee and Working Group Reports

Planning –

- a. To receive minutes of the Planning Committee meeting of 8th April 2019.

Open Spaces –

- b. To note Open Spaces Committee meeting on 24th June 2019.

Finance Committee -

- c. To receive minutes of the Finance Committee meeting of 25th February 2019.
- d. Recommendations from last meeting held 24th April 2019.

- e. **RATA**

- f. **Drainage Issues/Operation Watershed (SW)**

- g. **Buses (MH)**

13) Rogate School (RHR) & Rake School (KOK)

14) Community Land Trust (MR)

15) Youth Club

16) Neighbourhood Plan

17) Defibrillator – replacement custodian

18) SDNPA Parish Nominations

19) Training

20) Grants

21) Correspondence

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

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

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

23) Date of next meeting

To confirm the date of the next **Full Council Meeting**, scheduled to be at 7.30pm on **Monday 10th June 2019** at Rogate Village Hall Pavilion.