



Parish Councillors in attendance: Chairman Steve Williamson (SW), Elizabeth Brown (EB), Fiona Dix (FD), Val Farren (VF), Max Harwood (MH), Clare Jardine Paterson (CJP), Zoe MacLehose (ZM), Elena McCloskey (EM) and Gerard McCloskey (GM).

There were no members of the public in attendance.

Clerk: Debbie Harknett
Meeting started 7.30pm

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** – none.
2. **Apologies for absence were received and accepted from:** Ann Arnold (AA), Adrian Collins (AC), Mairi Rennie (MR) and Kate O’Kelly.
3. **Declarations of interest** – MH in Rogate School.
4. **Minutes of last meeting:** the minutes of the meeting held on 8th July 2019 were accepted by the Council as a true record and signed by the Chairman.
5. **Representations from the Public** – none
6. **County & District Councillor reports** – KOK’s report was circulated to the meeting.
As West Sussex County Councillor:
 - a) Schools – there are about 50 small primary schools in West Sussex that are disadvantaged in the way funding is distributed which means they face a threat to their financial viability. The Worthless campaign led by Headteachers across West Sussex is calling for fairer funding for small schools across the country. Government policy is to encourage federation of small rural schools rather than close the them and this approach is reflected in WSCC School Effectiveness Strategy. Federation can be tricky for governing bodies as they have to find a partner school to work with. WSCC is currently providing support to small schools once they have entered a formal federation and not at the start of the partnership process. WSCC have published a plan to consult on the future on 5 of its small schools (locally Compton and Stedham) including the possible closure. They are taking views over the summer and will make a decision whether to formally consult in September. She is calling for them to stop, think again and look at providing more support and time to governing bodies to make and develop these partnerships.
 - b) Electric vehicles – they have been looking at EV strategy for the county; WSCC will be consulting in the autumn.
 - c) Buses – new bus stop signs have been ordered by WSCC. She is hoping they will look smart and send message that our buses are here to stay. Local bus group met at end of June with good discussion between SDNPA and Stagecoach looking at joint promotion of the services.
 - d) Midhurst Vision consultation is still open – want residents of Midhurst and surrounding villages to take part with workshops planned for the autumn. www.midhurstvision.org**As CDC District Councillor:**
 - e) Novium exhibition ‘Mystery iron age man’ opening in January 2020.
 - f) Cabinet declared a climate emergency in July; environmental panel now looking at all issues and deciding on priorities.
 - g) CDC annual report – she is concerned about increase in rural crime and highlighted the crime figures. Also questioned putting planning enforcement performance indicators into the annual report as they are regularly reported to the planning committee but not included in this annual report.
 - h) Local plan review faces challenges achieving with the SDNPA and AONB.
 - i) High Streets ‘love local, shop local’ campaign in August with a street party in Chichester on 22 August. Kate’s drop session in at Rogate – 9 September 10.30-12.30.

7. Chairman's report – SW reported:

- a) 'No stopping' road markings in West Street – following our opposition highways have confirmed the proposed school markings would not now go ahead.
- b) RATA planters and signs have been installed in the village by Andrew Stead. Thanks, were given to Sam Bailey for planting with no charge for his time. SW's proposal of **resolution 'to appoint Sam Bailey to look after planters on an annual basis of £180 plus plants'** was seconded by VF and unanimously approved.
- c) SDNPA Parish Workshops provide the opportunity for Parish Councillors to learn more about the south downs local plan, in particular some of the unique aspects such as ecosystem services and dark night sky policies. The West Sussex one on Wednesday 23 October at SD Centre Midhurst 18.30-21.30 - EM and FD to attend.
- d) Parking problems have been an issue in Rogate for many years and were highlighted in the responses to the NP questionnaire. When there are major events at the church or school people park in the hall but there is often not enough space, especially if there is also an event at the hall. Lack of parking also has an impact on the viability of the shop and pub.
 - He proposed establishing a Rogate Parking Working Party to look at possible solutions with representatives from the parish council, church, village hall and school. When he met with the village hall trustees they agreed to participate. He will contact Rev. Doyle and school Headteacher with a view to arranging a first meeting in September. In response to his request for two parish councillors, preferably not involved with any of the other organisations, VF and GM volunteered with GM offering to chair.
 - FD noted historically they have looked at this with the school and she will pass on any relevant information.
- e) EB reported the notice board at Rake has fallen off the wall; given that the buildings is no longer a shop and the condition of the wall and board it was agreed not replace it. However, SW will talk to the Flying Bull to see about putting any notices there and V-signs about removal of the board and to consider putting information about our website where board has fallen down.

8. Finance report

- a) SW reported expenditure to date is in accordance with the budget but costs for the new website were not budgeted for so will come from reserves.
- b) The Clerk noted the bank have returned the form amending bank signatories from Paddy Walker to Gerard McCloskey as they gave us the incorrect one. New form to be completed and returned.
- c) It was noted that FD would check the bank reconciliation.

Receipts and payments approved:

Transfers approved:		
Neighbourhood Plan to current account		£490.00
RATA to current account		£2,969.63
Current to deposit account		£5,000.00
Receipts noted:		
HSBC	Bank interest	£1.76
Payments approved:		
Rogate Village Hall	Hall Hire	£84.00
Elizabeth Brown	Website cost re-imburement	£27.57
Clerk/RFO	Salary/PAYE	Undisclosed
SETON	Fire beaters	£59.30
Chichester District Council	Uncontested election cost	£291.00
Adrian Collins	Netwise website/email cost re-imburement	£1,099.00
Steve Williamson	Fasthosts domain name cost re-imburement	£130.80
Neil Ryder	CLT expenses re-imburement	£773.47
Andrew Stead	Installation of village planters/signs	£111.20
Sam Bailey	Planting of village planters	£97.89
Max Harwood	Padlock/chain purchase cost re-imburement	£10.50

9. Committee and Working Party Reports:

Planning Committee

- a) The minutes of the Planning Committee meetings on 8th & 29th July 2019 were received.

Open Spaces (OSC)

- b) It was noted the Open Spaces Committee would meet on Monday 19th August 2019.
- c) MH reported the ROSPA report had been passed to R.J. Playgrounds to quote for repairs. Another swing pole needs replacing at a cost of £550 (we did two last year and there are six in total), so he questioned when it becomes more economical to replace the entire swing frame. Roller logs are also aging and are likely to need replacement in the next year. After discussion, noting the equipment is about 11 years old, R.J. Playgrounds are a reliable local company, playground repairs are expensive, MH's proposal of **resolution 'to accept R.J. Playground repair quote of £1,340+vat'** was seconded by SW and unanimously approved.
- d) The ROSPA report also highlighted the fence around Hugo Platt play area. We have applied for a grant towards its replacement and will look at obtaining others.
- e) EM to look at available grants for a new swing.
- f) MH noted the second bus shelter at Fyning Lane is now being built.
- g) MH reported two dead trees at Fyning Common and proposed **resolution 'Simon Wright to remove a dead silver birch and pine tree from Fyning Common at a cost of £50 each'** which was seconded by FD and unanimously approved.

Finance Committee

- h) The minutes of the Finance Committee meeting on 20th May were received.
- i) It was noted the Finance Committee would meet on Monday 28th October 2019.
- j) SW explained the committee had an extra meeting on 29th July to approve website expenditure.

Working groups:

- k) **RATA** – Clerk to try to obtain permission to erect the finger posts in the village centre.

Grants & Projects

- l) EM reported the hall had not approved the golf net scheme but she will keep it on hold in the hope they may get a better understanding in time.
- m) She will start to look at grants for the replacement fence at Hugo Platt – clerk to forward quotes.
- n) There was some discussion about outdoor keep fit equipment as previously suggested by AC – EB to research equipment costs and available grants.
- o) **Standards & policy** – The Clerk noted we need to submit a health & safety policy for the New Homes bonus application. AC is working on a draft.

10. Drainage Issues/Operation Watershed

- a) FD noted that Landbuild have completed work at Langley which looks impressive.
- b) In response to EB's question VF reported she wasn't aware of any current drainage issues at Hugo Platt.

11. Neighbourhood Plan

SW reported the consultation period has now finished but he hasn't heard from SDNPA.

12. Rogate & Rake Schools

- MH noted it was school holidays.
- FD noted any change of use for the playing fields for parking would require Diocese permission as they own the land.

13. Community Land Trust/START – MH noted they are looking at sites and discussing them with SDNP.

14. Youth Club – FD noted there are currently only 1 or 2 members.

15. Website/email –

- a) SW reported the finance meeting agreed to a different course of action as the previously selected company have not responded to either the Clerks or AC's phone calls.
- b) AC carried out a lot of research looking at different providers, sites and options. He felt Netwise offered the best parish council specific website solution for us with a standard package that included

enough email addresses for each councillor, ongoing support, back-up and met all legal requirements. It is a standard layout that we provide the information to populate that will also have a private access area for councillors.

- c) Without specific parish council email address any freedom of information request could require access to all personal emails.
- d) The £1,099 cost includes set up fee of £699 (discounted by £200) and £400 annual maintenance cost.
- e) The Clerk requested Councillors look at their information on the website and update/provide new.

16. Soft sand review – FD noted it is still with SDNP/WSCC.

17. New Homes Bonus – the application has been submitted for new fencing at Hugo Platt playground. The cost is more than the grant but we have said the work won't be completed until next year to allow time for further grants to be obtained or to include the cost in next year's budget.

18. Correspondence

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

19. Information for the Council (for noting or inclusion on a future Agenda) – GM asked about the buses letter the Chairman had written to WSCC. He has received a response from SDNPA but nothing from WSCC and only an automated response from Gillian Keegan MP.

20. Date of next meeting – The next Full Council Meeting of the Parish Council will be on **Monday 9th September 2019** at 7.30pm at Rogate Village Hall Pavilion.

There being no further business the meeting closed at 9.00pm.

Chairman: Steve Williamson
steve@thestepsrake.co.uk
01730 890225

Clerk: Debbie Harknett
clerk@rogateparishcouncil.gov.uk
01730 300576