

Cocking Parish Council

Minutes of the Parish Council Meeting on Monday 10th June 2013 held in The Village Hall at 6.30pm

Present: , Cllr. R. Marks , Cllr. G. Miles, , Cllr. D. Imlach, Cllr. C.Budd

In attendance: Clerk- M. Kirkby, Mr John Cherry District Councillor 9 members of the public, plus representatives from the Hyde Group Rhys Daniel and Lloyd Exley of Drew Smith Group (Contractors).

1. Apologies:, no formal apologies

2. Code of Conduct declarations of interest.

Gwen Miles declared interest as a Hyde employee and tenant, David Imlach as a member of the PCC.

3. Minutes of May 13th Meeting.

Minutes as circulated, were approved and signed

4. An update by Hyde Property re Croft Housing Development.

Rhys Daniel of Hyde and Lloyd Exley of Drew Smith Group, gave a brief explanation of where the project had reached, and expected time frames for work going forward.

The site had now been cleared, some services laid, site cabin delivered. Groundworks to commence shortly for approx 10 weeks, completion now due in May 2014.

Questions were taken from the public mostly concerning parking and vehicle movements.

Both public and Council made clear that a secure play area, and allotments on grass areas, were not required.

This had apparently been made clear by the Parish Council earlier in the development/planning process.

The Parish Council would much prefer a contribution to (or work to complete) a pathway from the development to the village hall some 100 metres away. Mr Daniel asked the Council to write formally expressing this.

Action: Clerk.

5. Visitors Questions

Most questions related to item 4 above.

A member of the public requested Parish Council support for his project to research lives of those lost to World War 1 before next year's commemoration events. The Council commended these efforts but felt unable to commit funds. District Councillor John Cherry offered to contact CDC and WSCC seeking some funding.

Francis Russell offered thanks to Gwen Miles and Richard Marks for their efforts resolving Village Hall matters in recent months.

6. Matters Arising from Minutes not on the agenda.

None raised

7 . County Councillor's Report.

None this month

8. District Councillor's Report

CDC has decided to cut Capital spending by £175K and add funds to reserves.

Fibre Optic high speed Broadband, planned 'roll out' to 44,000 premises in the District by Spring 2016.

Reorganisation of Development Control, current plans are for most Domestic applications to be dealt with by officers not democratically elected Councillors. This was felt to be a backward step, and the Clerk was asked to write to CDC with the Cocking Parish Council's objections.

Mr Cherry offered his assistance to the Council in it's attempt to obtain police help re speeding motorists.

9. Planning

No applications or decisions this month.

10. Finance

The following payments were agreed and signed:

To	Detail	Amount	Cheque No
David Imlach	Reimbursed paint/flowers	£21.98	000373
Diana Griffiths	Refreshments Annual Parish Meeting	£30.70	000374

It was confirmed that the Parish Council Insurance had been renewed with . Suffolk ACRE Services.

A copy of the Internal Audit Report for the Year ended 31 March 2013 had been circulated to members for their consideration.

The main findings for action were as follows:

Financial Regulations should be updated to record compliance with the requirements of the Accounts and Audit (England) Regulations 2011. It was confirmed by the Clerk that the Financial Regulations would be reviewed and considered for approval by the Parish Council at its July 2013 meeting.

The Clerk will ensure that councillors signing cheques will also initial the cheque stubs as evidence of approval.

It was noted that previous minutes do not include the re-appointment of the internal auditor Rachel Hall, and do not specifically approve the prior year's internal audit report.

It was noted that there was no receipt on file for the fireworks purchased from Mr A Paramor for £650.

It was noted that VAT had not been correctly reclaimed on expenses amounting to £32.91 and VAT not reclaimed on payments to Mazars for the additional costs of the 2010/11 audit. The Clerk confirmed that he would be reviewing VAT payments from 2010 with the former Parish Clerk which included payments relating to the Village Hall and would update the Parish Council at their July meeting on VAT that had been over and under claimed so that contact could be made with HM Custom & Excise to resolve any outstanding VAT payments.

It had been noted that the analysis of variances was not included with the annual return form for Littlejohn.

The Council noted and approved the internal audit report.

The Local Councils in England Annual return for the year ended 31 March 2013 was reviewed by the Council. The Council agreed that the Annual Governance Statement 2012/13 could be signed and approved in order to meet the 30th June 2013 deadline, subject to a satisfactory explanation being given as to the variation in total fixed assets increasing from £259780 to £272166 in year ending 31st March 2013.

It was agreed that as the VAT issue had not yet been resolved any decisions on grants will be postponed to the July 2013 meeting.

11. Correspondence

Per agenda and forwarded emails.

12. Parish Matters

Council Vacancies, agreed await co option notices until CDC confirm 3rd vacancy.

Allotments, Cllr Miles reported only 3 firm candidates all from the Croft. Agreed obtain quotes for clearance and weed killing initially for 4-5 allotment plots. Richard Marks offered to rotavate for cost of fuel reimbursement. Clerk to email confirmed plot holders with update.

Newsletter, not yet published some items now out of date. DI and CB agreed to bring 'back to date' and deliver a proof ready for distribution.

Village Hall representative on behalf of Parish Council, Gwen Miles accepted the Council's nomination'.

Local Forum visits June 18th, DI requested Richard Marks to chair, RM accepted.

David Imlach reported on grass/jet washing to clean/ village assets generally.

Meeting closed 8.15pm

REMINDER: NEXT MEETING – MONDAY 8TH JULY

Signed.....

Date.....