

MINUTES OF THE MEETING OF THE PARISH COUNCIL

HELD ON 2 FEBRUARY 2015 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

PRESENT: Cllrs R Marks (Chairman), D Imlach (Vice Chairman), Mrs Miles and P O'Neill.

IN ATTENDANCE: Cty Cllr M Brown
 Dis Cllr J Cherry
 G. Burt, Clerk

1. Chairman's Announcements

None

2. Apologies

Apologies for absence were received from Cllrs Budd and Burgess.

3. Declarations of Interest

Members and officers were invited to make any declarations of pecuniary and/or non-pecuniary interests that they may have in relation to items on the agenda and were reminded to make any declarations at any stage during the meeting if it then became apparent that this may be required when a particular item or issue was to be considered. None were declared.

4. Minutes

The minutes of the meetings of the 5 January 2015, previously circulated were agreed as a correct record and signed by the Chairman.

5. Matters Arising from the Minutes

Minute 5.

The Clerk had circulated a response from the Hyde Group, indicating their timescales.

6. WSSC Report

Cllr Brown reported that with funding from central government likely to continue to dwindle, projects such as the Solar Farm on WSSC land at Tangmere, were all the more important as they would generate significant income, likely to be £15 million profit over the 20 year lifespan. Further efficiencies were planned and it was hoped to make no increase in Council Tax again for the fifth consecutive year.

Cllr O'Neill commented that part of the Cocking to Heyshott road was in a very poor condition. Cllr Brown advised him to report it through the usual channels, and come back to him if the response wasn't satisfactory. (Cllr Imlach had already reported it.)

Cllr O'Neill asked when Cocking was likely to benefit from improved Broadband? Cllr Brown advised that the contract to roll out better Broadband was with BT, who were committed to deliver it to 95% of households by the end of next year.

7. CDC Report

Cllr Cherry reported that CDC continued to work hard on the Local Plan and that it would not be increasing its Council Tax. It was supporting major improvements to the Weald & Downland Museum, which was a great asset to the area. He highlighted some of pros and cons associated with a second runway at Gatwick Airport, suggesting that the Parish may like to take a view itself in due course.

He would find out why no NHB funds were available for the village.

Cllr Cherry, in answer to a question from the Chairman, said he liked to try to attend monthly, as it enabled him to keep in touch with matters in the Parish.

8. Questions from Visitors

None

9. Planning Applications

There had been no planning applications since the last meeting.

10. Finance

a. Receipts between the 6 January and 2 February 2015, as set out in Appendix A, were noted.

b. Payments between the 6 January and 2 February 2015, as set out in Appendix A, were approved.

c. A bank reconciliation, as set out in Appendix B, showing a Cashbook and Bank balance agreeing of £5,668.01 as at 14 January 2015, was noted. In accordance with good practice, Cllr Marks viewed Bank Statement No 10 and initialled the corresponding balance.

d. The Clerk had circulated a budget update as at 28/01/2015 - NOTED. Appendix C

11. Parish Matters

a. Playground

Cllr Imlach reported on his efforts to coordinate the work promised by SSE and those by Wicksteed, being funded by the Lottery. An order would only be placed with Wicksteed, once the Lottery grant was in the Council's bank. Cllr Imlach had inspected the play area the day before and was satisfied that there were no issues of immediate concern. Any items in need of attention would be addressed by the planned works.

b. Allotments

Cllr Marks reported that the taps and pipes had been installed; they now had to be connected to the Village Hall.

c. Newsletter

Cllr Imlach reported that items for the next edition were currently being collated.

d. Village Hall

A fourth quote was being sought to improve the driveway. Ways of funding the works were also being explored. Other quotes were also being sought for the treating the exterior walls.

e. Highways

Cllr Imlach would report that the illuminated keep left arrow outside the play area, north bound, was not lit. There was still a leak in the verge opposite the entrance to The Croft, upon which vehicles were still being parked. An article in the newsletter was suggested, asking residents not to park there.

f. Footpaths

The path from Church Lane to the War Memorial was in need of top-dressing as it was very muddy.

g. Bumblekyte

Volunteers were likely to be installing a concrete base for the new seat. The permission of the Cowdray Trustees would be needed for this and Cllr Imlach undertook to ensure that this was forthcoming. Cllrs Marks and Imlach were sourcing the seat, including funds.

i. Grass-Cutting Contracts

Members considered a report from the Clerk, giving an overview of the expenditure on grass-cutting at the Play Area and Recreation Field. An inadequate budget last year coupled with a vigorous growing season had contributed to the budget being exceeded. Councillors agreed that given the low reserves, there needed to be tighter control on these two items of expenditure. RESOLVED that

- i. In respect of the Recreation Field, the existing contract with Sussex Land Works be renewed, at a cost of £90 per cut, but no more than 15 cuts over the season, so as to not exceed the budget of £1,200.
- ii. In respect of the Play Area, the existing contract with George Hughes Landscaping be renewed, at a cost of £50 per cut, but no more than 22 cuts over the season, so as to not exceed the budget of £1,100.
- iii. The contractors be advised that additional cuts can only be authorised by the Clerk.

j. Other Matters

No Uninvited Traders stickers were available in the village.

Training in the use of the Speed Indicator Device (SID) was planned for the following week.

12. Annual Meeting of Electors (Parish Meeting) – Tues 14 April 2015 at 7pm.

The Hall and refreshments were booked; Cllr Imlach would book a speaker; the Chairman would draft an Annual Report in conjunction with the Clerk.

13. Correspondence

The Clerk had submitted a summary of notable correspondence since the last meeting - attached Appendix D. Cllrs decided to make no comment on a consultation by CDC on proposals to reduce the number of its Councillors.

14 Date of Next Meeting

2 March 2015 6.30pm

The meeting closed at 7.40pm

Chairman:

Date:

APPENDIX A

FINANCIAL REPORT 5 JANUARY 2015

1. RECEIPTS: 6 JANUARY 2015 - 2 FEBRUARY 2015

DATE	£	DEP SLIP	FROM	DESCRIPTION
TOTAL	£0.00			

1. PAYMENTS: 6 JANUARY 2015 - 2 FEBRUARY 2015

DATE	£	CHEQU E NO	PAYEE	DESCRIPTION
02/02/2015	£ 192.50	471	G Burt	Clerk's Net salary for Jan
02/02/2015	£ 48.00	472	HMRC	Clerk's Tax - Jan
02/02/2015	£ 10.00	473	Chi Payroll Services	Payroll Admin - Jan
02/02/2015	£ 9.54	474	G Burt	Photocopying
02/02/2015	£ 7.00	474	G Burt	Storage Box for archives
02/02/2015	£ 5.99	474	G Burt	Flashdrive
02/02/2015	£ 9.33	474	G Burt	Printer Cart
02/02/2015	£ 54.00	474	G Burt	Mileage
TOTAL	£ 336.36			

**BANK RECONCILIATION
AS OF 14 JANUARY 2015
PRESENTED TO COUNCIL ON 2
FEBRUARY 2015**

RECEIPTS & PAYMENTS

Balance brought forward as at 15/12/2014		£5,992.31
Add Total Receipts		-
Less Total Payments		(324.30)
TOTAL		£5,668.01



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BANK		
Lloyds Treasurers A/C		5,678.01
Less unpresented cheques		
469		-10.00
TOTAL		£5,668.01



APPENDIX C

BUDGET 2014-15				
	Budget	Actual at 28/01/2015	Forecast to 31/03/2015	Budget 2015-16
Estd. Balances b/f at 1 April	3,347.00	3,347.00	3,347.00	3,810.00
Receipts				
Precept	12,309.71	12,309.71	12,309.71	13,000.00
Other				
Council-Tax Support Grant	690.29	690.29	690.29	548.59
Other		243.73	243.73	100
Total Cash for period	16,347.00	16,590.73	16,590.73	17,458.59
Payments				
ADMINISTRATION				
Gen Admin/office	400	239	300	300
Employment costs	2810	2327	2810	2810
Clerks Expenses	360	186	360	360
Bank charges	100	49	50	0
PC Insurance	740	741	741	741
Meeting room hire & APM	200	152	200	200
Audit fees (inc 11-12)	420	300	300	300
Chairman's Allowance	0	12	40	40
Members Travel				
Training	300		0	150
Advertising	200	290	290	0
Newsletter	360	344	344	400
Elections				700
VILLAGE HALL				
Insurance	870	901	901	901
Other	400	120	310	1900
Rent/Rates	260	250	250	250
SPORTS FIELD				
Rent	140	125	125	25
Allotments	500		585	50
Grass cutting	600	1790	1790	1200
Other Grass Cutting verges	160		160	160
WAR MEMORIAL				
Maintenance	500		50	50
OTHER				
Fireworks	700	650	650	650
WWI Event	250	500	500	0
SUBSCRIPTIONS				
AIRS	50	50	50	50
SLCC	30		30	30
SALC	120	110	110	110
GRANTS				

Churchyard	125		125	125
RVT/MADhurst				
CAB				
PLAY AREA				
Maintenance	500	19	19	150
Other Grass Cutting playground	550	1250	1250	1,100
Inspections	70	62	70	70
Litter bin	70		70	70
Bus Shelters/Noticeboards/be nches	60	30	300	300
Total payments	11,845.00	10,496.66	12,780.00	13,192.00

*1	4,502.00		3,810.73	4,266.59
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*Notes

1 Forecast y/e Reserves

APPENDIX D

NOTABLE CORRESPONDENCE SUMMARY SINCE 3 JANUARY 2015			
Date	From	Subject	Action
12/01/15	CDC	How many Councillors will Chichester District Council need in 2019?	Forwarded to All Cllrs
12/01/15	SDNPA	December Highlights	Forwarded to All Cllrs
12/01/15	SDNPA	Planning Committee Agenda and Papers 15 January 2015	Forwarded to All Cllrs
12/01/15	SDNPA	SDNPA Weekly Lists Wk02	Forwarded to All Cllrs
13/01/15	Police	Operation Crackdown	Forwarded to All Cllrs
13/01/15	SDNPA	SDNPA Weekly Lists Wk03	Forwarded to All Cllrs
27/01/15	CDC	North West Forum	Forwarded to All Cllrs
27/01/15	RSPB	Arun Rother Connections (ARC) project winter newsletter	Forwarded to All Cllrs
27/01/15	SDNPA	SDNPA Weekly Lists Wk05	Forwarded to All Cllrs
28/01/15	WSCC	North Chichester County Local Committee - 13 January 2015 - minutes	Forwarded to All Cllrs
28/01/15	WSCC	Mineral Local Plan: Progress update January 2015	Forwarded to All Cllrs