

COCKING PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

4 JANUARY 2016 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

PRESENT: Cllrs Imlach (Chairman), Burgess, Keefe, Marks and O'Neill.

IN ATTENDANCE: G Burt, Clerk to the Council
Dis Cllr Mrs C Neville

1. Apologies

An apology for absence was received from Cllr Craig.

2. 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.

3. Minutes

The minutes of the meeting of the 7 December 2015, previously circulated were agreed as a correct record and signed by the Chairman.

4. Matters Arising from the Minutes

None.

5. Questions from Visitors

None

6. WSCC Report

No report.

7. CDC Report

Cllr Mrs Neville stated that she understood that the Highways Agency (on behalf of DfT) was to launch a public consultation on 25/26 January, regarding the A27 Bypass of Chichester. Opponents of a northern route were already getting organised.

8. Planning Applications

None.

9. Parish Matters

a. Playground

Nothing to report

b. Allotments

The Clerk had been contacted by Cowdray Estate regarding the periodic review of the lease for the Rectory Field but they had observed that the lease had not been amended to incorporate the newly –created allotments. The Clerk would meet their representative on site to take the matter forward. (Clerk to obtain three quotes to deal with Moles in Rectory Field.)

c. Newsletter

Nothing new to report

d. Events

Nothing new to report

e. Village Hall

Nothing new to report.

f. Highways

Cllr Keefe commented on the potholes at the start of Bell Lane; Cllr Imlach would report. The new Grit Bin in Crypt Lane had been filled. Cllr Imlach was in possession of the Speedwatch *Gun*.

g. Bumblekyte

So as to obviate the need for a formal licence from Cowdray Estate for the seat, Cllr Imlach was now looking at a simpler rustic seat.

h. The Croft

Cllr Imlach was discussing various issues with a resident.

i. SDW Facilities

Nothing new to report.

j. Footpaths

Cllr Marks reported on the recent closure of a FP to enable works to be undertaken – now complete.

k. Broadband

Cllr Keefe reported that he was not now sure that the provider he had been looking at would consider West Sussex. He would be exploring further opportunities with Cty Cllr Brown.

l. Cycleways

Nothing new to report.

m. Defibrillator

District Cllr Mrs Neville had mentioned possible funding opportunities. Villagers would be asked for their thoughts via the next newsletter.

10. Finance

a. Payments between 8 December 2015 and 4 January 2016, as set out in Appendix A, were approved and any receipts noted.

b. A bank reconciliation, as set out in Appendix B, showing a Cashbook and Bank balance agreeing of £7,668.65 as at 15 December 2015, was noted. In accordance with good practice, Cllr Burgess viewed Bank Statement No 21 and initialled the corresponding balance.

c. Members received a 2015-16 Budget update and likely end of year out turn. This informed a budget for 2016-17 Budget which was RESOLVED as shown in Appendix C.

d. RESOLVED that in addition to the Council Tax Reduction Grant of £459.17, a Precept be levied upon Chichester District Council of £13,000 for the year 2016-2017.

11. Financial Regulations

RESOLVED that the Financial Regulations as tabled be adopted.

12. Standing Orders

RESOLVED that the Standing Orders as tabled be adopted.

13. Any Other Matters for Information

Members commented upon the possible need for the Council to have its own dedicated Website in the future. Cllr Imlach reported that a bid to increase the rate of gravel extraction at Pendean Quarry had been refused, meaning the site will take longer to excavate.

14. Correspondence

The Clerk had submitted a summary of notable correspondence since the last meeting - attached Appendix D.

15. Co-options

One vacancy remained.

16. Annual Meeting of Electors

The Chairman would look at available dates at the Village Hall.

17. Date of Next Meeting

Monday 1 February 2016 6.30pm

The meeting closed at 7.45pm

Chairman:

Date:

APPENDIX A

FINANCIAL REPORT 4 JANUARY 2016						
1. PAYMENTS: 8 DECEMBER 2015 - 4 JANUARY 2016						
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	VAT	NET
04/01/2016	Cowdray Estate	600	VH Rent Increase	£13.60		£13.60
04/01/2016	G Burt	601	Clerk's Net salary for Dec	£194.28		£194.28
04/01/2016	HMRC	602	Clerk's Tax - Dec	£48.60		£48.60
04/01/2016	Chi Payroll Services	603	Payroll Admin - Dec	£10.00		£10.00
				£266.48		

BANK RECONCILIATION				
AS AT 15 DECEMBER 2015				
PRESENTED TO COUNCIL ON 4 JANUARY 2016				
RECEIPTS & PAYMENTS				
Balance brought forward as at 31/03/2015		£14,781.15		
Add Total Receipts		15,144.96		
Less Total Payments		(22,257.46)		
TOTAL		£7,668.65	◀	
BANK				
Lloyds Treasurers A/C (15/12/2015)		8,651.04		
Less unpresented cheques				
592	£648.00			
593	£198.00			
594	£110.00			
596	£16.39			
599	£10.00	-982.39		
TOTAL		£7,668.65	◀	

TALLY

COCKING PARISH COUNCIL 2015-16							
14-15 Actual		Original Budget	Actual as @ 04/01/2016	Revised Budget	2016-17 DRAFT	2017-18 DRAFT	2018-19 DRAFT
3,346.58	Estd. Balances b/f at 1 April	14,781.15	14,781.15	14,781.15	5,700.00	8,400.00	10,500.00
	Receipts						
12,309.71	Precept	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
690.29	Council Tax Reduction Grant	548.59	548.59	548.59	459.17	400	350
22.95	Bank interest refund						
10,210.00	Grants received						
	VAT refund		1,596.37	1,596.37	1,500.00	1,500.00	1,500.00
25.00	Other	100					
26,604.53	Total Receipts	28,429.74	29,926.11	29,926.11	20,659.17	23,300.00	25,350.00
	Payments						
	ADMINISTRATION						
246.55	Gen Admin/office	300	205.90	300	300	300	300
2,567.00	Employment costs	2810	2,438.64	2,810.00	3000	3100	3200
186.30	Clerks Expenses	360	392.78	450	400	400	400
49.27	Bank charges						
741.12	PC Insurance	741	1,027.11	1,027.11	1030	1030	1030
152.00	Meeting room hire & APM	200	110.00	110	110	110	110
300.00	Audit fees (inc 11-12)	300	250.00	250	250	250	250
11.66	Chairman's Allowance	40	5.00	40	40	40	40
	Members Travel						
	Training	150	180.00	180	100	100	100
289.80	Advertising						
344.33	New sletter	400	454.45	455	460	500	550.00
	Elections	700					
	VILLAGE HALL						
900.98	Insurance	901	185.50	185.5	190.00	200	200.00
119.54	Other	1900	1000.98	1100	700.00	700	700.00
250.00	Ground Rent	250	263.60	263.6	263.6	263.6	263.6
	SPORTS FIELD						
125.00	Ground Rent	25	125.00	125	150	150	150
	Allotments	50	585.00	585	50	50	50
1,786.67	Grass cutting	1200	1,190.83	1,190.83	1200	1200	1200
	Other Grass Cutting verges	160					
	WAR MEMORIAL						
	Maintenance	50		50	50	50	50
	Hist Column		20.00	20	20	20	20
	EVENTS						
650.00	Fireworks	650			650	650	650
500.27	WWI Event						
	SUBSCRIPTIONS						
50.00	AIRS	50	50.00	50	50.00	50.00	50.00
	SLCC	30	23.08	23.08	24.00	24.00	24.00
109.88	SALC	110	107.84	107.84	108.00	108.00	108.00
	GRANTS				400	400	400.00
	Churchyard	125					
	RVT/MADhurst						
	CAB						
	PLAY AREA						
15.83	Maintenance	150		150	650	500	500
1,250.00	Grass Cutting	1100	1,000.00	1100	1100	1100	1100
61.50	Inspections	70	263.00	263	80	80	80
	Litter bin	70	64.48	64.48	80	80	80
	Refurb		10,000.00	10,000.00			
330.00	Bus Shelters/Noticeboards/benches	300		700	300	300	300
	Footpath maint.				200	200	200
785.68	VAT		2,580.75	3000	1500	1500	1500
11,823.38	Total payments	13,192.00	22,523.94	24,600.44	13,455.60	13,455.60	13,605.60
14,781.15	Transfer to following year	15,237.74	7,402.17	5,325.67	7,203.57	9,844.40	11,744.40

NOTABLE CORRESPONDENCE SUMMARY SINCE 6 DECEMBER 2015			
Date	From	Subject	Action: Copied to all Cllrs unless otherwise stated
09/12/2015	SSALC	2016 SSALC THREE COUNTIES TRAINING EVENTS - BOOKINGS NOW OPEN!!	
09/12/2015	SSALC	Community Funding For Superfast Broadband	
16/12/2015	CDC	Media Release: Stay safe this Christmas – people urged to make sure they can get home	
16/12/2015	WSCC	Grant towards connecting businesses to broadband	
16/12/2015		MARRIOTT HOUSE AND LODGE NEWSLETTER	
16/12/2015	WSCC	COCKING - Restricted Byway 943 - Temporary Closure Notice	
16/12/2015	SSALC	Funding Opportunities	
16/12/2015	WSCC	Cocking: Public Rights of Way Routine Maintenance	
16/12/2015	SSALC	Future role of PCSOs.	
22/12/2015	CDC	Media Release: Changes to refuse and recycling collections over Christmas	
22/12/2015	SSALC	Three Southern Counties Devolution Bid	MEETING: ANYONE INTERESTED?
24/12/2015	SDNPA	Centurion Way extension is Open	
24/12/2015	CDC	North West Community Forum - date of next meeting	
24/12/2015	LGBCE	Electoral Review of West Sussex	CONSULTATION!
30/12/2015	Cllr Mrs Neville	Defibrillator grant info.	