

COCKING PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

4 JULY 2016 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

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

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

1. Apologies

None

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.

Cllrs Keefe and Miss Russell declared an interest as members of the Village Hall Committee.

3. Minutes

The minutes of the meeting of the 6 June 2016, previously circulated were agreed as a correct record and signed by the Chairman.

4. Matters Arising from the Minutes

Minute 5. A reply had been received from Midhurst Town Council regarding their application to CDC to move the parish boundary at Pitsham Farm, to help facilitate the possible future southern expansion of the town. Copied to all Cllrs. It had been pointed out to Midhurst that the civil parish boundary did not have to be moved to facilitate possible future development; Chichester for example was likely to extend its Settlement Policy Boundary into neighbouring Westhampnett Parish.

Minute 9r. A reply had been received from the Observer columnist regarding a recent inaccurate news article. Copied to all Cllrs.

5. Questions from Visitors

None

6. WSCC Report

Cty Cllr Brown had sent apologies.

7. CDC Report

District Cllr Mrs Neville reported that details of the Highways England public consultation events on the A27 improvements had been announced.

8. Planning Applications

None.

9. Parish Matters

a. Playground

The annual inspection report was awaited.

b. Allotments

Cllr Marks still to roll etc the former allotment site. Negotiations on the lease renewal were continuing.

c. Newsletter

The Chairman was compiling items for the next edition. He felt the mast-head required a fresh look.

d. Events

The Queen's Birthday Tea Party had been a great success with sixty residents attending, including many from The Croft. CVH Management Cttee will invoice the Council for costs associated with the event, estimated to be in the region of £140.

e. Village Hall

The Clerk was completing the application for NHB funds to be put towards the hall extension. The VH Management Committee would formally write to the Council, asking the Council to formally agree to support the project as leasee and act as banker as appropriate. The Clerk would check the Financial Regulations on tendering etc. The Clerk confirmed that he would complete the Rating valuation form for the Village Hall.

f. Highways

The Chairman reported on future Speedwatch rosters; three sessions per week were planned until October. The Police had been asked for their advice on the legal position if you assist a member of the public cross the road.

The Chairman reminded members that they should report highway defects direct to WSCC.

The Chairman had been monitoring the width of pavement in the village, to highlight the problem of overhanging hedges and verges etc. The path leading from Heyshott to Cocking was particularly bad where silt etc had encroached onto the width. He would take up this issue with WSCC.

Cllr Miss Russell reported that in places, retaining walls to the r/o the pavements were crumbling.

g. Bumblekyte

Seat manufacture still ongoing.

h. Bus Shelters

A board had been affixed the rear of the inside of the shelter by the playground for notices, and the adjoining deteriorating board removed. It was agreed that a similar board be affixed to the shelter opposite The Croft.

i. SDW Facilities

Members felt that Risk Assessments should be requested of events being held on the SD Way.

j. Footpaths

A volunteer had strimmed one path and a contractor was being engaged to cut another.

k. Cycleways

The SDNPA had presented at a recent MAC meeting, setting out their ambition to extend the Centurion Way, firstly to Cocking and then Midhurst.

l. Village First Aid

Nothing new to report.

m. Website

Cllr Keefe reported that his wife was going to be taking pictures for the site and he would be working on the pages shortly.

n. The Croft

Nothing new to report.

10. Finance

a. Payments between 7 June and 4th July 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 £13,132 as at 14 June 2016, was noted. In accordance with good practice, Cllr Marks viewed Bank Statement No 27 and initialled the corresponding balance.

c. Further information on the work of the CAB in the Cocking area had been received. RESOLVED that a grant of £50 be awarded to Arun & Chichester CAB.

11. Correspondence

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

12. Any Other Matters for Information

Members discussed the lack of aftercare for residents in the village who may have recently left hospital and who lived alone. There seemed to be better provision in urban areas than rural. The Chair would talk to Tillington where they had tried to address the issue.

13. Date of Next Meeting

Monday 4 September 2016 6.30pm

The meeting closed at 7.46pm

Chairman:

Date:

APPENDIX A

| FINANCIAL REPORT 4 JULY 2016 | | | | | | |
|---------------------------------------|----------------------|-----------|---------------------------------|----------------|---------------|----------------|
| | | | | | | |
| PAYMENTS: 7 JUNE - 4 JULY 2016 | | | | | | |
| DATE | PAYEE | CHEQUE NO | DESCRIPTION | GROSS | VAT | NET |
| 03/07/2016 | G Burt | 634 | Clerk's Net salary for June | £203.58 | | £203.58 |
| 03/07/2016 | HMRC | 635 | Clerk's Tax - June | £51.00 | | £51.00 |
| 03/07/2016 | Chi Payroll Services | 636 | Payroll Admin - June | £10.00 | | £10.00 |
| 03/07/2016 | SSALC | 637 | Training: Chairmanship training | £66.00 | £11.00 | £55.00 |
| 03/07/2016 | SSALC | 637 | Training: HR for Clerk | £16.50 | £2.75 | £13.75 |
| 03/07/2016 | Cocking Village Ha | 638 | Insurance Reimb. | £191.63 | | £191.63 |
| 03/07/2016 | G Burt | 639 | Postage | £0.75 | | £0.75 |
| 03/07/2016 | G Burt | 639 | Printer paper | £2.00 | £0.33 | £1.67 |
| 03/07/2016 | G Burt | 639 | Mileage | £30.20 | | £30.20 |
| 03/07/2016 | Sussex Land Works | 640 | Village Hall Bank Strimming | £40.00 | £6.67 | £33.33 |
| 03/07/2016 | Sussex Land Works | 640 | Village Hall Gutter Clearance | £45.00 | £7.50 | £37.50 |
| 03/07/2016 | Sussex Land Works | 640 | Play Area Repairs | £100.00 | £16.67 | £83.33 |
| 03/07/2016 | Sussex Land Works | 640 | Notice board removal | £25.00 | £4.17 | £20.83 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Decoratio | £17.97 | £2.99 | £14.98 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Decoratio | £19.77 | £3.29 | £16.48 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea | £8.38 | £1.40 | £6.98 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Misc | £18.99 | £3.16 | £15.83 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Food/Ingr | £35.42 | £5.90 | £29.52 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Food/Ingr | £5.27 | £0.88 | £4.39 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Food/Ingr | £4.50 | | £4.50 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Food/Ingr | £10.28 | £1.71 | £8.57 |
| 03/07/2016 | D Imlach | 641 | HMQ Birthday Tea Food/Ingr | £6.27 | | £6.27 |
| 03/07/2016 | D Imlach | 641 | Wood for noticeboard | £58.58 | £9.76 | £48.82 |
| | | | | £967.09 | £78.18 | £888.91 |

| BANK RECONCILIATION | | | | |
|---|--------|-------------------|---|--|
| AS AT 14 JUNE 2016 | | | | |
| PRESENTED TO COUNCIL ON 4 JULY 2016 | | | | |
| | | | | |
| RECEIPTS & PAYMENTS | | | | |
| Balance brought forward as at 31/03/2016 | | £5,773.11 | | |
| Add Total Receipts | | 9,978.92 | | |
| Less Total Payments | | (2,859.40) | | |
| TOTAL | | £12,892.63 | ◀ | |
| BANK | | | | |
| Lloyds Treasurers A/C (014/06/2016) | | 13,132.28 | | |
| Less unrepresented cheques | | | | |
| 629 | 180.00 | | | |
| 632 | £10.00 | | | |
| 633 | £24.66 | | | |
| 633 | £24.99 | -239.65 | | |
| TOTAL | | £12,892.63 | ◀ | |

TALLY

APPENDIX C

| COCKING PARISH COUNCIL | | | |
|--|--------------|---|--|
| NOTABLE CORRESPONDENCE TO 4 JULY 2016 | | | |
| Date | From | Subject | Action: Copied to all Cllrs unless otherwise stated |
| 06/06/2016 | MAC | MAC meeting agenda | |
| 07/06/2016 | Cllr Neville | Re Hyde changes to services | |
| 14/06/2016 | SDNPA | Parish workshop presentations | |
| 20/06/2016 | CDC | North West and North East Community Forum - minutes | |
| 20/06/2016 | SDNPA | Key Highlights - May 2016 | |
| 22/06/2016 | CDC | Media release: £327,000 to be invested to keep people warm | |
| 22/06/2016 | WSCC | What matters to you? Survey | |
| 30/06/2016 | SSALC | New PCSO role introduced to proactively problem solve and tackle local issues | |