

**COCKING PARISH COUNCIL**

**MINUTES OF THE MEETING OF THE COUNCIL**

**5 NOVEMBER 2018 AT 6.30PM**

**AT THE VILLAGE HALL, BELL LANE, COCKING**

**PRESENT:** Cllrs Imlach (Chairman), Burgess and Miss Russell.

**IN ATTENDANCE:** G Burt, Clerk to the Council  
District Cllr Mrs C Neville  
Approximately 50 Members of the public

**1. Apologies**

Apologies for absence were received from Cllrs Craig and Marks – prior engagements. The reasons for absence were approved.

**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.

**3. Questions from Visitors**

Mr P Gibbon gave an overview of efforts made to initiate a scheme to retain the former Bluebell Inn for various community uses; various meetings had been held. It was believed that the owners were willing to consider a suitable offer / give time for an offer to be developed. At this point in time they were seeking an extension of time / deferral of consideration of the current application to convert it to residential to allow a Business Plan to be prepared and funding sought. Any support that the Council could give would be appreciated. Several residents spoke in favour of the scheme, criticising the Council for being too hasty to agree to the conversion to residential without consultation with villagers; many were unaware that it was being considered at the last meeting and said that the Council could do more to ensure details of its meetings were made available earlier.

Mr & Mrs Jackson kindly offered to manufacture some village gateways to help keep the cost of the scheme to a minimum.

A resident reiterated that bonfires were still a problem; an article would go in the next newsletter but in the meantime she was urged to contact CDC's Environmental Health Department as it could be construed as a nuisance.

A resident reported that vandals had torn down all the posters in the Bus Shelter opposite The Croft.

**4. County & District Councillor Reports**

District Cllr Mrs C Neville reported on imposed increasing housing number targets, including CDC having to take some of the SDNP's allocation and *countryside corridors*; the former Grange site at Midhurst where she invited alternative suggestions for its use; Christmas festivities in Chichester.

County Cllr D Bradford had set his apologies.

**5. Minutes**

The minutes of the meeting of the 1 October 2018, previously circulated were agreed as a correct record and signed by the Chairman.

## 6. Matters Arising from the Minutes

Although the Council had raised no objection at the previous meeting to the application to convert the former Bluebell pub house into residential units, in the light of subsequent efforts by villagers to try to obtain and operate the premises as a community hub potentially hosting a variety of uses, it was agreed that the Council would ask the planning authority (SDNPA) to defer consideration of the planning application by up to six months, to allow the group sufficient time to work-up a viable business plan and raise the funds required accordingly.

## 7. To consider applications for Co-option.

No further applications had been received.

## 8. Planning

Comments on applications received since the last meeting were **RESOLVED** as set out below:

Ref. No	Address	Details	
SDNP/18/046 08/LIS	The Old Toll Cottage A286 From Mill Lane To The Croft Cocking GU29 0HF	Replacement of 10 no. window frames and glazing.	No Objection
SDNP/18/052 40/HOUS	Hillfoot Cottage Cocking Hill Cocking GU29 0HR	Single storey side extension with the partial demolition of the existing structure and two storey rear extension	No Objection

## 9. Bluebell Inn

The Council had been invited to appoint a representative to a local group looking at ways to retain some community use of the former inn. **RESOLVED** that Miss F Russell be appointed accordingly.

## 10. Highways

### a. Traffic Calming

Village Gateways – a large number of responses had been received by the Clerk all in favour and many names had been added to a list at the Post Office also in support. The Council would consider all the comments at its next meeting. WSCC had confirmed that the gateways could be any colour. The Clerk suggested that approximately £2,000 would need to be budgeted, possibly less if the gates were donated.

Speed reduction – in response to a request from the Council to reduce the speed limit to 50mph to the north of the current 30mph limit, WSCC had agreed to commission speed data surveys at various points in the village.

Community Speedwatch – one volunteer had come forward.

### b. Footways and Footpaths

The footway alongside the main road towards the Heyshott turn had been strimmed by the Council. The Chairman hoped to persuade WSCC to do more.

### c. Cycleways

The presentation on extending the Centurion Way through the village, held at the Village Hall by the SDNPA had been very well attended.

### d. Hedges

Members were pleased to see that some hedges on the approaches to the village had been cut.

## 11. Parish Matters

a. **Playground**

Sutcliffe Play had been invited to look at the site with a view to suggesting improvements etc. that could be budgeted for the following year.

b. **Newsletter**

The current edition had been well received. It was hoped to always put a good local photo on the front page. The work of David Early in assisting with the information with the accompanying leaflet detailing those from the village who were lost in WWI was praised. A policy on advertising was DEFERRED.

c. **Events**

A Beacon would be lit at Manor Farm on the 11 November, with a lunch at the Village Hall the same day.

d. **Village Hall**

Nothing to report

e. **Neighbourhood Watch**

A new NW sign had been purchased for the entrance to The Croft.

**12. Finance**

- a. Payments from 2 October – 5 November 2018, totalling £2,600.35 as set out in Appendix A, were **RESOLVED** and any receipts noted.
- b. A Bank Reconciliation to the 15 October 2018 was agreed, Appendix B. Cllr Miss F Russell initialled the corresponding entry on statement number 55.
- c. Members considered a Budget Update for the current year, attached Appendix C.
- d. The External Audit report for 2017-18 had been received. Members were pleased to see that once again no matters had been raised.

**13. Information Technology**

The Clerk hoped to take delivery of the new laptop shortly.

**14. Correspondence**

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

**15. Any Other Matters for Information**

None

**16. Date of Next Meeting**

**Monday 3 December 2018 6.30pm**

*The meeting closed at 7.15pm*

Chairman:

Date:

**APPENDIX A**

FINANCIAL REPORT 5 NOVEMBER 2018						
PAYMENTS: - 2 OCT - 5 NOV 2018						
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	VAT	NET
15/10/2018	Selstar Fireworks	787	Fireworks	£925.00	£154.17	£770.83
05/11/2018	Moore Stephens	788	17-18 External Audit	£276.00	£46.00	£230.00
05/11/2018	SSALC	789	WSALC Conf.	£54.00	£9.00	£45.00
05/11/2018	Exigia	790	Website domain name renewa	£229.19		£229.19
05/11/2018	CVHC	791	Clock repair reimburse.	£432.00	£72.00	£360.00
05/11/2018	Andrew James	792	Various FP strimming etc	£195.00		£195.00
05/11/2018	G Burt	793	Clerk's Net salary for Oct	£208.58		£208.58
05/11/2018	HMRC	794	Clerk's Tax - Oct	£52.20		£52.20
05/11/2018	D Imlach	795	Replacement NW sign	£20.88	£3.49	£17.39
05/11/2018	D Imlach	795	Gratuity for printer	£5.00		£5.00
05/11/2018	Aztec Computers	796	IT support - Sept	£36.48	£6.08	£30.40
05/11/2018	Aztec Computers	796	IT support - Oct	£44.92	£7.49	£37.43
05/11/2018	KerryType Ltd	797	Newsletter Printing etc	£423.75	£4.42	£419.33
				<b>£2,903.00</b>	<b>£302.65</b>	<b>£2,600.35</b>
RECIEPTS						
DATE	PAYER	DEPOSIT	PARTICULARS	AMOUNT		
17/10/2018	CVHC	500035	Firework cont.	£120.83		

## APPENDIX B

BANK RECONCILIATION		
AS AT 15 OCTOBER 2018		
PRESENTED TO COUNCIL ON 3 NOVEMBER 2018		
RECEIPTS & PAYMENTS		
Balance brought forward as at 01/04/2018		£15,001.68
Add Total Receipts		13,370.83
Less Total Payments		(7,019.51)
<b>TOTAL</b>		<b>£21,353.00</b>
BANK		
Lloyds Treasurers A/C (15/10/2018)		21,421.67
Less unrepresented cheques		
761	£51.00	
782	£15.00	
782	£7.00	
782	£10.00	
782	£7.50	
785	£99.00	-189.5
Plus unrepresented deposits		
		120.83
<b>TOTAL</b>		<b>21,353.00</b>

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## APPENDIX C

COCKING PARISH COUNCIL 2018-19					
	Budget	Actual as @ 05/11/2018	Y/E Forecast	2019-20 DRAFT	2020-21 DRAFT
Balances b/f at 1 April	15,001.68	15,001.68	15,001.68	10,800.00	10,500.00
<b>Receipts</b>					
Precept	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
Grants received		370.83	250.00		
VAT refund	1,500.00			1,500.00	1,500.00
Other					
<b>Total Receipts</b>	<b>29,501.68</b>	<b>28,372.51</b>	<b>28,251.68</b>	<b>25,300.00</b>	<b>25,000.00</b>
<b>Payments</b>					
<i>ADMINISTRATION</i>					
Gen Admin/office	400.00	268.34	400.00	400.00	400.00
Website	250.00	229.19	250.00	250.00	250.00
IT		67.83	200.00	300.00	300.00
Employment costs	3,800.00	2,080.69	3,800.00	3,900.00	3,900.00
Clerks Expenses	500.00	367.52	500.00	500.00	500.00
PC Insurance	1,150.00	1,212.74	1,212.74	1,150.00	1,150.00
Meeting room hire & APM	125.00		125.00	125.00	125.00
Audit fees	350.00	355.00	355.00	355.00	355.00
Chairman's Allowance	40.00	5.00	40.00	40.00	40.00
Members Travel					
Training	250.00	125.00	250.00	250.00	250.00
New sletter	400.00	631.75	425.00	450.00	500.00
<i>VILLAGE HALL</i>					
Insurance	220.00	218.00	218.00	240.00	260.00
Other	700.00	360.00	700.00	700.00	700.00
Ground Rent	287.32	287.32	287.32	287.32	287.32
Extension					
Car Park imp. & new planters		1,036.00	1,036.00		
<i>SPORTS FIELD</i>					
Ground Rent	200.00	200.00	200.00	200.00	200.00
Grass cutting	850.00		850.00	850.00	850.00
Other					
<i>WAR MEMORIAL</i>					
Maintenance	100.00		100.00	50.00	50.00
Hist Column	20.00		20.00	20.00	20.00
<i>EVENTS</i>					
Fireworks	650.00	770.83	650.00	650.00	650.00
Other / Cocking Week	200.00				
<i>SUBSCRIPTIONS</i>					
AIRS	50.00	50.00	50.00	50.00	50.00
SLCC	22.00				
SSALC	130.00	126.99	126.99	135.00	140.00
<i>GRANTS</i>	400.00	100.00	400.00	400.00	400.00
<i>PLAY AREA</i>					
Maintenance	500.00	457.60	500.00	500.00	500.00
Grass Cutting	1,100.00		1,100.00	1,100.00	1,100.00
Inspections	80.00	73.50	73.50	80.00	80.00
Litter bin emptying	120.00	68.12	120.00	125.00	130.00
<i>HIGHWAYS</i>					
Bus Shelters/Noticeboards/benches	300.00	24.89	300.00	300.00	300.00
Footpath maint.	1,000.00	205.00	1,000.00	200.00	200.00
Traffic Calming					
VAT	1,500.00	601.20	750.00	1,500.00	1,500.00
<b>Total payments</b>	<b>15,694.32</b>	<b>9,922.51</b>	<b>16,039.55</b>	<b>15,107.32</b>	<b>15,187.32</b>
Transfer to following year	<b>13,807.36</b>		<b>12,212.13</b>	<b>10,192.68</b>	<b>9,812.68</b>

**APPENDIX D**

NOTABLE CORRESPONDENCE TO 3 NOVEMBER 2018			
02/10/2018	CDC	Car park improvements to go ahead in Midhurst	
02/10/2018	iGas	Announcing the launch of iGas Community Fund 2019	
06/10/2018	SW	Autumn Stakeholder Update from Southern Water	
16/10/2018	BBC	BBC Two Show - Love in The Countryside	
16/10/2018	MAC	Centurion Way invitation	
16/10/2018	CDC	All Parishes Meeting - Presentations	
16/10/2018	WSCC	Bus User Survey	
16/10/2018	WSCC	Cybercrime/Online Safety Surveys 2018	
16/10/2018	SDNPA	Parish Workshops - Autumn 2018	
24/10/2018	SSALC	Video - Sussex Police & Crime Commissioner	
24/10/2018	SDNPA	South Downs planning news - Autumn 2018	
03/11/2018	Came & Co	Council Matters Autumn 2018	
03/11/2018	SDNPA	Local List Review - invite to Parish Councils	