

COCKING PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

5 MARCH 2018 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

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

IN ATTENDANCE: G Burt, Clerk to the Council
Dis Cllr Mrs C Neville
2 Members of the public

1. Apologies

An apology for absence had been received from Cllr O'Neill - prior engagement. The reason given was accepted.

Members noted the resignation of Paul Harper. The Clerk had published the statutory notice advertising the casual vacancy.

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. Cllr Miss F Russell declared an interest as a member of the Village Hall Committee.

3. Questions from Visitors

Residents commented during Minute 9a below.

4. WSCC Report

No report

5. CDC Report

District Cllr Mrs C Neville reported on: new heating had been agreed for bungalows at *The Croft*; she had been appointed to a Task & Finish Group looking at Community Safety and would welcome any input; new business starter units had been opened at The Basepoint in Chichester. A *discussion* was being held about the number of new homes that would need to be provided within the SDNP under its Local Plan, including allocations to local people.

6. Minutes

The minutes of the meeting of the 5 February 2018, previously circulated were agreed as a correct record and signed by the Chairman.

7. Matters Arising from the Minutes

None

8. Planning

Members considered applications received since the last meeting and **RESOLVED** those set out in Appendix A accordingly.

9. Highways

- a) **Traffic Calming**
As agreed, the Clerk had submitted formal requests to WSCC to relocate the northbound bus stop north of The Croft, and for a comprehensive package of measures to reduce the speed of traffic in the same area. Residents were advised not to raise their hopes as WSCC had a strict points system to prioritise similar requests from many other areas.
- b) **Street Lighting**
As agreed, residents would be asked for their opinion on discrete lighting at the entrance to The Croft.

10. Parish Matters

- a. **Playground**
Nothing new to report.
- b. **Newsletter**
Articles for the next edition still required.
- c. **Events**
Nothing new to report.
- d. **Village Hall**
The inside of the hall had been decorated.
- e. **SDW Facilities**
Cllr Marks reported that some of the events on the SD Way were very well organised and provided temporary toilets.
- f. **Footpaths**
Members commented positively on a recent *Pathwatch* meeting, stressing the value of this scheme. Cllr Marks urged anyone who saw motorcycles on the PROW network to report it.
- g. **Cycleways**
Work continued to look at possible routes northwards of the existing Centurion Way.
- h. **Village Welfare / Winter Management Plan**
Nothing to report.
- i. **Neighbourhood Watch**
New signs were desperately needed.
- j. **The Croft**
Covered elsewhere.
- k. **Beacon**
It was agreed that we would create a beacon on Cocking Hill to tie in with the lighting of Beacons nationwide to mark the end of The Great War. An application would be made to CDC to help with costs as appropriate.
- l. **Village Maintenance Updates**
Cllr Imlach gave an update on those items detailed at the last meeting. Including footways that had been cleared (to Heyshott) and were still *to do*. It was agreed that the broken windows in

bus shelters should be replaced with extra thick acrylic rather than board them over, so as to allow maximum natural surveillance.

11. Finance

- a. Payments from 6 February – 5 March 2018, totalling £339.23 as set out in Appendix B, were **RESOLVED** and any receipts noted.
- b. A Bank Reconciliation to the 14 February 2018 was agreed, Appendix C. Cllr Marks initialled the corresponding entry on statement number 47.
- c. Members reviewed and then amended the Council's Asset Register and **RESOLVED** accordingly, attached Appendix D.
- d. Members reviewed the Council's overall Risk Assessment and **RESOLVED** accordingly, attached Appendix E (Minute Book only)

12. General Data Protection Regulations (GDPR)

The Clerk gave an overview of the pending GDPR and its likely effect upon the Council, suggesting areas where adjustments need to be made to ensure the Council was compliant. It would need to adopt several new policies and alter the way it sent and secured e-mail to Councillors. It had already changed the wording on the contact form on the website. **NOTED** and ongoing.

13. Correspondence

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

14. Any Other Matters for Information

The Clerk reported that there would be no New Homes Bonus available to the Parish in 2018-19. Members discussed the ongoing Broadband upgrade.

15. Date of Next Meeting

Monday 9 April 2018 6.30pm

The meeting closed at 7.57pm

Chairman:

Date:

APPENDIX A

Application No	Address	Details	
SDNP/18/004 88/TCA Closing Date for	Castersbrooke Mill Lane Cocking GU29 0HJ	Notification of intention to crown reduce 2 no. Willow trees by 50%.	NO OBJECTION
SDNP/18/006 19/FUL	Bumblekite Church Lane Cocking Midhurst West Sussex GU29 0HW	Erection of four bedroom house and detached garage and store.	NO OBJECTION
SDNP/18/005 10/LIS	Bankside Bell Lane Cocking Midhurst West Sussex GU29 0HU Proposal:	Renew rendering on right of front elevation, repoint bricks on right of rear elevation, and replaster part of dining room and first floor bedroom	NO OBJECTION

APPENDIX B

FINANCIAL REPORT 5 MARCH 2018				
PAYMENTS: - 6 FEBRUARY - 5 MARCH 2018				
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS
05/03/2018	Cowdray Estate	751	Hist. Col. Site rental	£20.00
05/03/2018	G Burt	752	Clerk's Net salary for Feb	£204.23
05/03/2018	HMRC	753	Clerk's Tax - Feb	£51.00
05/03/2018	Chi Payroll Services	SO	Payroll Admin - Feb	£10.00
SSALC	SSALC	£754.00	WSALC Conf.	£54.00
				£339.23
RECIPTS: - 6 FEBRUARY - 5 MARCH 2018				
	PAYEE		DESCRIPTION	GROSS
13/02/2018	HMRC	BAC	VAT reimb.	£2,359.53

BANK RECONCILIATION				
AS AT 14 FEBRUARY 2018				
PRESENTED TO COUNCIL ON 5 FEBRUARY 2018				
RECEIPTS & PAYMENTS				
Balance brought forward as at 31/03/2017		£14,106.23		
Add Total Receipts		19,760.53		
Less Total Payments		(21,207.51)		
TOTAL		£12,659.25	◀	
BANK				
Lloyds Treasurers A/C (14/02/2018)		12,909.25		
Less unpresented cheques				
750	£250.00	-250		
Plus uncleared deposits		£0.00		
TOTAL		12,659.25	◀	

TALLY

ASSET REGISTER AS 31 MARCH 2018				
Ref No	Description	Location	Date Acquired	Cost*
Office Equipment				
1	Dell Lap Top	Clerk's Home	2010	436.00
2	Cannon Printer	Clerk's Home	2011	85.00
Street Furniture				
3	1 Notice Boards	The Croft	2003/05	700.00
4	1 Notice board	Post Office	1995	200.00
5	Bus Shelter	Opp The Croft	1996	3,079.10
6	Bus Shelter	Adj playground	2009	4,715.00
7	2 Concrete seats	Adj playground	2005	300.00
8	2 picnic benches	Rec Field	2008	300.00
9	Wooden Seat	A286 adj Heyshott Turning	1997	200.00
10	Carved wooden bench	Bumblekyte	2017	1,500.00
11	Litter Bin	Adj Croft Bus Shelter	2018	410.00
12	3x planters	O/s Village Hall	2018	972.00
Play Equipment				
13	Play equipment		1984	17,759.16
14	New Play Equipment		2015	10,000.00
15	Gates & Fencing around Play Area		1998	3,947.45
16	Litter Bin			120.00
Memorials				
17	Cocking History Column	r/o A286	2005	10,000.00
18	War Memorial	o/s Church	1914	1.00
Other				
19	Village Hall		2010	209,000.00
20	Hall Extension		2017	7,650.00
21	Village Hall contents		2010	21,000.00
			TOTAL	292,374.71
				281,842.71
				10,532.00
				Last years total
				CHANGE
				Additions in red
*Original or estimated				

APPENDIX F

NOTABLE CORRESPONDENCE TO 3 MARCH 2018			
Date	From	Subject	Action: Copied to all Cllrs unless otherwise stated
15/02/2018	BT	Payphone, Cocking, Midhurst, West Sussex	
15/02/2018	WSCC	Cocking Hill Car Park Closure	
15/02/2018	CDC	Councillors propose a 10p a week increase to average council tax bill to protect frontline services	
15/02/2018	SSALC	Sussex ALC and Sussex Police meeting in November 2017	
15/02/2018	MTC	Midhurst Town Council Carnival 2018	
15/02/2018	CDC	Council thanks residents for their hard work during recycling campaign	
24/02/2018	CDC	Velo South 2018 - Event Notification	
24/02/2018	WSCC	Public Notice - Temporary Traffic Regulation Order - Crypt Lane, Cocking - 14/03/2018	
28/02/2018	CDC	Severe weather advice issued by council	
28/02/2018	CDC	CIP E-Newsletter - February 2018	
28/02/2018	WSCC	North Chichester CLC Poster	
28/02/2018	SDNPA	SDNPA Planning Committee Agenda 8 March	
03/03/2018	UKPN	UK Power Networks information on weather and the electricity network	