

Draft Minutes subject to ratification
COCKING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

HELD ON 6 OCTOBER 2014 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

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

IN ATTENDANCE: County Cllr M Brown (Until Minute 7)
G. Burt, Clerk

1. Chairman's Announcements

None

2. Apologies

Apologies for absence were received from Cllrs Budd and Mrs Miles.

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 1 September, previously circulated were agreed as a correct record and signed by the Chairman.

5. Matters Arising from the Minutes

Min 11(f) The Clerk reported that no New Homes Bonus (NHB) were available for the Parish.

6. Questions from Visitors

None

7. WSCC Report

Cllr Brown reported that the next CLC was at Duncton the following evening; it meets four times per year. It had a very useful grants program, often undersubscribed, suggesting the Parish apply for projects such as the Village Hall driveway resurfacing.

8. CDC Report

No report

9. Planning Applications

a. Two planning applications had been received since the last meeting, and the comments submitted, as set out in Appendix A, were approved by the Council.

b. Since the last meeting, Cllrs had been keen to comment on the inclusion of a site at Hawkhurst Farm for a sandpit, in a WSCC Minerals Plan. Following comments from members, the Clerk had submitted a letter of objection to WSCC & SDNPA, kindly drafted by Cllr O'Neill.

10. Finance

a. Receipts between the 1 September and 6 October 2014, as set out in Appendix B, were noted.

b. Payments between the 1 September and 6 October, as set out in Appendix B, were approved.

c. A bank reconciliation, as set out in Appendix C, showing a Cashbook and Bank balance agreeing of £10,538.06 as at 12th September 2014, was noted.

d. The report of the External Auditor for the 2013-14 accounts had been received. He had raised several minor issues, which the Council noted accordingly. Members were satisfied that procedures currently in place would ensure that such future minor mistakes were minimised.

e. The Clerk had circulated a budget update as at 6 October, showing current expenditure to be approximately 50% at this time of that budgeted for the year, which was as members would expect. Following some minor changes to headings, the budget was noted and is appended to these minutes, Appendix D. It would be reviewed again at the next meeting, with a view to setting the budget and resulting precept for 2015-16. Members were asked to bring their ideas for any projects that they wanted to be considered for the next financial year to the November meeting.

11. Parish Matters

a. Playgrounds

The Vice Chairman advised that progress was very slow in trying to get SSE to undertake the repairs and improvements that they had offered to do for free. It was hoped to get the work done prior to the annual inspection. Members agreed to the purchase of spring-flowering bulbs.

b. Allotments

Cllr Marks reported that the contractor installing the water supply, intended to start work at the end of the month.

c. Newsletter

The September issue had been delayed; Cllr Imlach reported that the lack of articles coming forward was frustrating.

d. Events

Cllr Imlach reported on Village Hall events planned for Halloween and Christmas.

e. Speeding

The issue of speeding at The Croft continued to be a problem. It was felt that given that there were a number of matters concerning members in The Croft area, including footway maintenance and parking on the grass, that a representative of Hyde-Martlett, which owns many of the properties and is responsible for the amenity grass and several non-highway i.e. unadopted roads, be invited to the next meeting by the Clerk.

Cllr Imlach reported that he had six volunteers to undertake speed camera duties in the village, who would receive Police guidance beforehand.

f. Footways

Members commented on the poor surface outside 181 Cocking, as a result of recent utility works.

g. War Memorial

Cllr Imlach had sent a card of thanks plus a gift of wine to George Stickley who had maintained the grass around the War Memorial for many years, on behalf of the Council.

h. Mobile Phone Signals

Members commented on the recent media interest in the poor mobile phone signal availability in the parish.

i. Stream

Volunteers had cleared Coster's Brook, near Bumblekyte Lane, of vegetation.

j. Winter Plan

The Clerk would forward WSCC Winter Highways Planning e-mails to the Chairman.

12. Correspondence

The Clerk had submitted a summary of notable correspondence since the last meeting - noted.

13. Date of Next Meeting

3 November 2014. 6.30pm

The meeting closed at 7.45pm.

Chairman:

Date:

Cocking Parish Council			
Planning Applications Summary			
Application No	Address	Details	Comments of CPC
SDNP/14/047 56/TCA	Whitegate Bell Lane Cocking Midhurst West Sussex GU29 0HU	Notification of intention to fell 1 no. Conifer tree.	NO OBJECTION
SDNP/14/047 59/TCA	Tudor Cottage Church Lane Cocking Midhurst West Sussex GU29 0HW	Notification of intention to reduce north-west sector by 15-20% and deadwood on 1 no. Acer spp (1A). Thin lower branches out by 10 - 15% on 1 no. Birch tree (2B). Fell 1 no. Ash tree (3C) and 1 no. Willow tree (4D).	NO OBJECTION

COCKING PARISH COUNCIL
FINANCIAL REPORT 6 OCTOBER 2014

1. RECEIPTS: 1 SEPTEMBER - 6 OCTOBER 2014

DATE	£	DEP SLIP	FROM	DESCRIPTION
12/09/2014	£6,500.00	BACS	CDC	Precept - Part 2

TOTAL £6,500.00

1. PAYMENTS: 1 SEPTEMBER - 6 OCTOBER 2014

DATE	£	CHEQU E NO	PAYEE	DESCRIPTION
06/09/2014	£10.00	446	Chi Payroll Services	Payroll Admin - July
06/09/2014	£10.00	446	Chi Payroll Services	Payroll Admin - Aug
06/09/2014	£22.20	447	HMRC	Clerk's Tax - July
06/09/2014	£48.00	447	HMRC	Clerk's Tax - Aug
06/09/2014	£81.30	448	G Burt	Clerk's Net salary for July & Aug, LESS cheque no. 444
12/09/2014	£6.53	BACS	Lloyds Bank	Bank Charges - Sept
06/10/2014	£120.00	449	PKF Littlejohn	External Audit Fee
06/10/2014	£62.50	450	Cowdray Estate	Sports Gd Rental x 6 months
06/10/2014	£125.00	450	Cowdray Estate	Village hall site rental
06/10/2014	£10.00	451	Chi Payroll Services	Payroll Admin - Sept
06/10/2014	£192.50	452	G Burt	Clerk's Net salary for Sept
06/10/2014	£48.00	453	HMRC	Clerk's Tax - Sept
06/10/2014	£4.60	454	G Burt	Photocopying
	£0.85	454	G Burt	Envelopes
	£26.50	454	G Burt	Stamps
	£40.50	454	G Burt	Mileage

**COCKING PARISH COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT
BANK RECONCILIATION
AS OF 12 SEPTEMBER 2014**

PRESENTED TO COUNCIL ON 6 OCTOBER 2014

**RECEIPTS &
PAYMENTS**

Balance brought forward as at 15/08/2014		£6,144.96
Add Total Receipts		6,710.00
Less Total Payments		(2,316.90)
TOTAL		£10,538.06



BANK		
Lloyds Business Banking Extra		11,115.97
Less unpresented cheques		
442 £527.91		
443 £30.00		
446 £20.00		-£577.91
Plus uncleared deposits		0.00
TOTAL		£10,538.06



TALLY

BUDGET 2014-15

	Budget	As at 06/10/2014	
Estd. Balances b/f at 1 April	3347		
Receipts			
Precept	13,000.00	13,000.00	
Other			
Other		235	
Total Cash for period	16,347.00	13,235.00	
Payments			
ADMINISTRATION			
Gen Admin/office	400	180	
Employment costs	2810	1213	
Clerks Expenses	360	284	
Bank charges	100	40	
PC Insurance	740	741	
Meeting room hire & APM	200		
Audit fees (inc 11-12)	420	300	
Elections			
Members Travel			
Training	300		
Advertising	200	290	

Newsletter	360	157	
VILLAGE HALL			
Insurance	870	901	
Other	400	45	
Rent/Rates	260	250	
SPORTS FIELD			
Rent	140	125	
Allotments	500		
Grass cutting	600	1070	
Other Grass Cutting verges	160		
OTHER			
Tree warden training expenses			
Fireworks	700		
WWI Event	250	500.27	
SUBSCRIPTIONS			
AIRS	50	50	
SLCC	30		
SALC	120	110	
GRANTS			
Churchyard	125		
War Memorial	500		
RVT/MADhurst			
CAB			
PLAY AREA			
Maintenance	500	19	
Other Grass Cutting playground	550		

Inspections	70		
Litter bin	70		
Bus Shelters/Noticeboards/benches	60	30	
Total payments	11,845.00	6,305.27	

*1

4,502.00

***Notes**

1 Forecast y/e
Reserves