

COCKING PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

9 APRIL 2018 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

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

IN ATTENDANCE: G Burt, Clerk to the Council
Dis Cllr Mrs C Neville
Cty Cllr D Bradford
5 Members of the public

1. Apologies

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

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 Minutes 11a and 12f below.

4. WSCC Report

Cty Cllr D Bradford reported on the amount of information about WSCC's services that was available on its website. Covering 14 parishes, he was heavily involved in a multitude of highway and education matters and of course Broadband!

5. CDC Report

District Cllr Mrs C Neville reported on: CDC looking for Adopt an Area litter champions as part of a new campaign; a planning application for the HWRC site at Midhurst. On this latter point, the Parish Council had previously made representations under the SDNP Local Plan, but it would be prudent to resubmit its comments. She also reported on the increase in Police Council Tax which should see more Policemen.

6. Minutes

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

7. Matters Arising from the Minutes

None

8. To consider applications for Cooption.

One application had been received. Members agreed that as the application had only just been seen by Councillors (and that others may wish to apply) that the application be deferred until the next meeting.

9. To receive that Minutes of the 2018 Annual Parish Meeting of Electors – previously circulated

The minutes were received and it was noted that no matters had been raised that the Council did not already have under consideration.

10. Planning

- a. No applications had been received since the last meeting.
- b. **RESOLVED** not to comment on the Stedham Neighbourhood Plan.

11. Highways

a. Bus Stop Relocation

The Council had previously submitted a request to WSCC to relocate the northbound bus stop, north of The Croft to a new location, following requests by residents. WSCC had advised that the request should in the first instance be submitted to the bus company, Stagecoach. However, residents affected by the proposed new location had contacted the Parish Council, and also were in attendance at the meeting, asking that the bus stop not be moved to the suggested location or that another location be considered. Members had been under the impression that the residents making the request initially had consulted the residents that would be affected by the new location, and now found itself in an awkward position. At this point Cty Cllr D Bradford, in attendance, said he would take the matter up with the Local Highways Manager Chris Dye. The Council would in the meantime take no further action.

b. Traffic Calming

It was suggested that a courtesy sign at Goodwood asking drivers attending their events to be considerate, was suggested. The Clerk would be submitting a TRO request to vary speed limits. Again, a camera sign on an existing post was suggested. WSCC would be asked if the now-historic application to vary the TRO in Bell Lane was still on a list *somewhere*.

c. Footways

No further work was required on the footway from The Croft to Heyshott turn.

d. Cycleways

Whilst some cycling events consult Parish Councils etc, others do not. A meeting with the SDNPA to discuss the Centurion Way extension was awaited.

e. Hedges

Some hedges had been cut. This was due to be an agenda item in late summer. The Clerk was asked to discuss the matter nearer the time with a local the farmer (who is also a Parish Councillor) prior to a meeting.

f. Potholes

These should be reported via the *I Love West Sussex* App.

g. Speedwatch

The Chairman was looking at how Heyshott Speedwatch works.

12. Parish Matters

a. Playground

A new gate was due to be fitted.

b. Newsletter

The latest edition had been distributed.

c. Events

A calendar of events had been included in the Newsletter.

d. Village Hall

New planters had been delivered and would be planted-up shortly; the cooker oven would be cleaned; new tamper-proof radiators had been installed.

e. Neighbourhood Watch

Nothing to report.

f. Litter Bin

The Council had previously agreed to site a new litter bin at the southbound bus stop near to The Croft, to discourage litter, after a previous volunteer litter picker had been unable to continue. Contractors installing the bin had been asked to stop by a neighbour opposite as she said it would be detrimental to the visual amenities of the area and they suspended work. The resident who had intervened had contacted the Council, and also was in attendance to the meeting. She offered to keep the area tidy herself (and had already started) if the Council agreed not to install the bin. Councillors **RESOLVED** not to proceed with the installation, thanking the resident for her kind offer. The Clerk advised that the Council might still be responsible for the full costs of the bin, even if it was no longer required; he was asked to enquire as appropriate.

13. Finance

a. Payments from 6 March – 9 April 2018, totalling £793.07 as set out in Appendix A, were **RESOLVED** and any receipts noted.

b. A Bank Reconciliation to the 15 March 2018 was agreed, Appendix B. Cllr Miss F Russell initialled the corresponding entry on statement number 48.

c. Under the Transparency Code, Councils with a turnover (income or expenditure) of less than £25k in the year just finished did not have to submit their accounts etc to External Audit (although they still had to complete the same paperwork.). However, Councils finding themselves in this position could elect to send them to External Audit if they wished. Members considered that sending accounts to External Audit, showed that the Council was transparent and open and gave reassurance to residents that the accounts were being fully scrutinised. **RESOLVED** to send the 2017-18 accounts to the External Auditor even though they were not required to.

d. The Clerk reported that the Council had been awarded a grant of £41.66 (from NALC via SSALC) to fund a new multi-page scanner and printer to help meet the requirements of the Transparency Code. NOTED

14. General Data Protection Regulations (GDPR)

Members discussed e-mails and Sharepoint etc. NOTED and ongoing. [Cllr Craig reported on the Village Hall Committee's consideration of the matter.]

15. Correspondence

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

16. Any Other Matters for Information

Members asked the Clerk to ask that out of date items be removed from the website.

**17. Date of Next (Annual) Meeting
Monday 9 May 2018 6.30pm**

The meeting closed at 7.50pm

Chairman:

Date:

APPENDIX A

FINANCIAL REPORT 9 APRIL 2018						
PAYMENTS: - 6 MARCH - 9 APRIL 2018						
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	VAT	NET
09/04/2018	Cowdray Estate	755	Ground Rent- Village Hall -	143.66		143.66
09/04/2018	Cowdray Estate	755	Ground Rent- Rec Field - 1st	100.00		100.00
09/04/2018	G Burt	756	Clerk's Net salary for Mar	£204.23		£204.23
09/04/2018	HMRC	757	Clerk's Tax - Mar	£51.00		£51.00
09/04/2018	Chi Payroll Services	SO	Payroll Admin - Mar	£10.00		£10.00
09/04/2018	CDC	758	Various bin emptying 17-18	£81.74	£13.62	£68.12
09/04/2018	KerryType Ltd	759	Newsletter Printing	£212.42		£212.42
09/04/2018	KerryType Ltd	759	Stationery	£4.37	£0.73	£3.64
				807.42	£14.35	£793.07
RECIPTS: - 6 MARCH - 9 APRIL 2018						
	PAYEE		DESCRIPTION	GROSS		
02/03/2018	CDC	BAC	NHB for car park impvs +	£2,650.00		

BANK RECONCILIATION				
AS AT 15 MARCH 2018				
PRESENTED TO COUNCIL ON 9 APRIL 2018				
RECEIPTS & PAYMENTS				
Balance brought forward as at 31/03/2017		£14,106.23		
Add Total Receipts		22,410.53		
Less Total Payments		(21,546.74)		
TOTAL		£14,970.02	◀	
BANK				
Lloyds Treasurers A/C (14/02/2018)		15,044.02		TALLY
Less unpresented cheques				
751	£20.00			
754	£54.00	-74.00		
Plus uncleared deposits		£0.00		
TOTAL		14,970.02	◀	

NOTABLE CORRESPONDENCE TO 8 APRIL 2018			
Date	From	Subject	Action: Copied to all Cllrs unless otherwise stated
10/03/2018	SSALC	NALC Chief Executive's Bulletin 10 - 9 March 2018	
11/03/2018	I Thatcher	Velo South - 100 miles of closed roads - Disruption to the communities of West Sussex	
11/03/2018	CLERK TO PLAISTOW AND IFOLD PARISH COUNCIL	Velo South - 100 miles of closed roads - Disruption to the communities of West Sussex	
11/03/2018	Threshold Sports	Race to the King 2018	
11/03/2018	WSCC	PROW parish letter 2017	
25/03/2018	Leader, WSC	Velo South Event - September 2018	
25/03/2018	CDC	Pilot project aims to help patients who need access to wider community services	
25/03/2018	UK Cycling Events	Advance notification of cycling event	
25/03/2018	SSALC	Meeting with Chief Constable of Sussex Police	
25/03/2018	SDNPA	Notes from the Sussex Pathwatch Meeting, Tuesday 13 February	
25/03/2018	SDNPA	South Downs National Park Trust	
30/03/2018	CDC	Chichester in Partnership E-bulletin March 2018 Edition	
04/04/2018	SDNPA	Planning Committee Agenda 12 April	
04/04/2018	CDC	All Parishes Meeting - Monday 30 April 2018	
04/04/2018	CDC	NW & NE Community Forum meeting 7/12/17 - minutes	