

COCKING PARISH COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL
7 OCTOBER 2019, 6.30PM
VILLAGE HALL, BELL LANE, COCKING

PRESENT: Cllrs Miss F Russell (Chair), D Imlach, Mrs J Jackson, R Jenkins (from Minute 9) and D Summerfield (from Minute 9).

IN ATTENDANCE: G Burt, Clerk to the Council
Cty Cllr D Bradford
2 Members of the public

1. Apologies

Apologies for absence were received from Cllr T Waite due to prior engagements. The apologies were noted and reasons given 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. Cllrs D Imlach, Mrs J Jackson and Miss F Russell all declared interests as shareholders in the Bluebell Community Hub.

3. Questions from Visitors

Two residents who had raised the issue of an Oak tree at the last meeting had still not heard from Cllr R Marks. The Clerk would be happy to chase the issue of a Southern Water collapsing manhole in Mill Lane if the residents sent him a photo (+ reference number if they had already reported it.)

4. WSCC Report

Cty Cllr D Bradford reported that: WSCC had received poor external peer reports on its Children's Services and Fire & Rescue Service. The Leader had now resigned and the Chief Exec was absent. He was pleased a new policy on large public events would hopefully make events such as *Velo South* more difficult to gain permission for in the future.

5. CDC Report

Cllr G Meara had sent his apologies.

6. Minutes

The minutes of the meeting of the 2 September 2019, previously circulated were agreed as a correct record and signed by the Chairman.

7. Matters Arising from the Minutes

Min 9 CDC (for the SDNPA) had confirmed that they would prefer a confirmed *No Objection* to a planning application, rather than assuming this was the case by virtue of the Council just not commenting.

Min 12g Replacement of Bus Shelter *Glass* with acrylic was in hand.

8. Cooptions

Mr Robert Jenkins and Mr David Summerfield had both applied to join the Council; they had completed a form and had earlier met with the Chairman. Both confirmed that they would be willing to attend appropriate training courses to support them in their role. **RESOLVED** that Mr Robert Jenkins and Mr David Summerfield be coopted to Cocking Parish Council.

Having signed the *Declaration of Acceptance of Office*, the two new Councillors took their place at the table.

9. Planning

No applications had been received since the last meeting.

10. Bluebell Inn Community Project – to receive an update if available from the Council's representative.

Cllr Miss F Russell advised work that work was continuing inside and tenants were being sought.

11. Highways

a. Village Gateways – to receive an update.

The Clerk advised that WSCC had acknowledged our application for a licence. They just wanted clarification of the wording which Cllr Mrs J Jackson had now provided. WSCC then needed to put a notice on the site for 14 days advising that a licence application had been received. If no objections were received then a licence would be issued.

b. Footpaths and Footways

No progress on removal of silt etc from footway from alongside A286.

c. Cycleways

At the SDNPA Planning Committee meeting on the 10 October, they would be looking to approve plans for the Centurion Way extension from West Dean to Cocking.

d. Bell Lane

It was reported that WSCC had agreed to move the 30 mph limit to the railway bridge on Bell Lane but this was unconfirmed.

12. Parish Matters

a. Playground

Cllr D Imlach showed the new information sign that he would install.

b. Newsletter

Work was well in hand on the Autumn edition.

c. Village Hall

A new Chairman of the Hall Committee had been elected.

d. Village Hall Car Park

The Clerk had chased the freeholder for permission to extend the car park and he would chase again.

e. Daffodil Bank

The Chairman reported that she had received a quote to clear the daffodil bank (A286 east side and south of Bus Stop) and plant new bulbs for £300. The Clerk was confident that we could cover the actual cost of 1,000 bulbs at approximately £120 by way of sponsorship. **RESOLVED** that the contractor be asked to clear the bank as quoted, and the Clerk to seek sponsorship for the bulbs accordingly.

f. Christmas Tree

Cllr D Imlach reported that the Village Hall Committee would like to resurrect the Village Christmas Tree at the Playground. The Clerk said this would have to be covered by the Committee's Insurance – tbc.

g. History Column

Cllr Mrs J Jackson reported that the bronzed part of the Column had been cleaned and looked good. The stone base hadn't been cleaned; she would try to clean a small test area first to see how it looked.

13. Finance

- a. Payments from 3 September – 7 October 2019, totalling £2,335.92 as set out in Appendix A, were **RESOLVED** and any receipts noted.
- b. A Bank Reconciliation to the 13 September 2019 was agreed, Appendix B. Cllr Mrs F Russell initialled the corresponding entry on statement number 66.
- c. The External Audit Report for 2018-19 had been received. Members were pleased that as usual no material matters causing concern had been raised. The comment on the change from 30 days to 30 working days on various notices was noted.
- d. The Council considered the new Modal Financial Regulations suggested by NALC. **RESOLVED** to adopt the Regulations, suitably amended. These would be put on the website.

14. Draft Social Media Policy

The Clerk had circulated the SSALC Model *Media & Comms Policy* and also the Social Media Policy for Billingshurst PC. In the absence of Cllr T Waite, the matter was **DEFERRED**.

15. Correspondence

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

16. Any Other Matters for Information

- a. The Chairman reported that several residents were struggling with their superfast Broadband. A question would be posed in the next Newsletter asking if other residents were having problems, so we had an idea of the extent of the issue.

- b. The Chairman reported that a new Community Website for the village was taking shape. This would mean that the existing cocking.org website could focus solely on the Council's statutory information etc.

17. Date of Next Meeting

Monday 4 November 2019 6.30pm

The meeting closed at 8.05pm

Chairman:

Date:

APPENDIX A

INCOME & EXPENDITURE 7 OCTOBER 2019						
PAYMENTS: - 3 SEPT - 7 OCTOBER 2019						
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	VAT	NET
07/10/2019	Moore	519	18-19 External Audit	£240.00	£40.00	£200.00
07/10/2019	Andrew James	520	Rec Field Mowing - Aug	£185.71		£185.71
07/10/2019	Andrew James	520	Rec Field Mowing - Sept	£185.71		£185.71
07/10/2019	Cowdray Estate	521	Ground Rent- Village Hall - 2nd Part	143.66		143.66
07/10/2019	Cowdray Estate	521	Ground Rent- Rec Field - 2nd Part	100.00		100.00
07/10/2019	SSALC	522	Clerk Training (50% with BP)	£72.00	£12.00	£60.00
07/10/2019	Selstar Fireworks	523	Fireworks	£1,100.00	£183.00	£916.67
07/10/2019	HMRC	524	Clerk's Tax - Sept	£53.60		£53.60
07/10/2019	G Burt	525	Clerk's Net salary for Sept	£214.85		£214.85
07/10/2019	KerryType	526	Playground info.sign	£40.39	£6.73	£33.66
				£2,335.92	£241.73	£2,093.86
RECEIPTS: - 3 SEPT - 7 OCTOBER 2019						
DATE	PAYER	DEPOSIT	PARTICULARS	AMOUNT		
13/09/2019	CDC	BAC	Precept Part II	£6,710.00		

APPENDIX B

BANK RECONCILIATION				
AS @ 13 SEPTEMBER 2019				
RECEIPTS & PAYMENTS				
Balance brought forward as at 01/04/2019		£14,004.86		
Add Total Receipts		13,420.00		
Less Total Payments		(7,713.16)		
TOTAL		£19,711.70	◀	TALLY
BANK				
Lloyds Treasurers A/C (13/09/2019)		19,870.10		
Less unrepresented cheques				
761	51.00			
515	£53.60			
518	£53.80			
		-158.4		
Plus unrepresented deposits		0		
TOTAL		19,711.70	◀	

APPENDIX C

NOTABLE CORRESPONDENCE TO 5 OCTOBER 2019			
Date	From	Subject	Action (Forwarded to all Cllrs unless otherwise stated.)
02/09/2019	CDC	News from your local partnership and partners	
02/09/2019	WSCC	Your Town and Parish Council News for September	
07/09/2019	NHS	Find out the different ways we've had an impact on mental health	
07/09/2019	SDNPA	Heathlands Reunited Autumn Programme	
07/09/2019	SDNPA	SDNPA Planning Committee - 12 September 2019	
07/09/2019	SPARSE	The Rural Bulletin - 03 September 2019	
23/09/2019	WSCC	Cabinet Member for Adults and Health - Summer/Autumn Newsletter	
23/09/2019	SDNPA	South Downs Newsletter	
23/09/2019	SDNPA	South Downs National Park Authority - Parish Workshops	
23/09/2019	WSCC	Public Rights of Way Routine Maintenance (Cocking)	
27/09/2019	NHS	Rural North Chichester community meeting	
27/09/2019	SDNPA	Affordable Housing SPD	
05/10/2019	SDNPA	SDNPA Planning Committee - 10 October 2019	
05/10/2019	CDC	£2.1 million project to increase temporary homeless accommodation moves a step forward	
05/10/2019	WSCC	School admissions starting school September 2020 -	
05/10/2019	WSCC	Your Town and Parish Council News for October	