

COCKING PARISH COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL
2 DECEMBER 2019, 6.30PM
VILLAGE HALL, BELL LANE, COCKING

PRESENT: Cllrs Miss F Russell (Chair), D Imlach, Mrs J Jackson, R Marks and D Summerfield.

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

1. Apologies

Apologies for absence were received from Cllrs R Jenkins and T Waite due to prior engagements. The apologies were noted and reasons given approved. The Chair reported how nice it was to see Cllr Imlach back.

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.

Mrs J Jackson and Miss F Russell declared interests as shareholders in the Bluebell Community Hub. Cllr Summerfield declared an interest as a member of the Village Hall Committee.

3. Questions from Visitors

Two residents asked if there had been any progress on the Oak Tree near The Croft, and the collapsing manhole in Mill Lane? The Clerk advised that both items had been reported.

4. WSCC Report

Cty Cllr D Bradford reported on the need to make cuts in 2020-21, including a reduction in winter gritting; he hoped that the recruitment of a new CEO would be more robust than previous; he was optimistic following the election of a new Leader- Peter Marshall. The report on the quality of the service provided for children in WSCC's care had been embarrassing. The new PCSO for the area was now on maternity leave.

5. CDC Report

No report.

6. Minutes

The minutes of the meeting of the 4 November 2019, previously circulated were agreed as a correct record and signed by the Chairman.

7. Matters Arising from the Minutes

10d. Bell Lane TRO The Clerk reported that he had advised Cllrs since the last meeting, that WSCC could find no formal request to extend the 30mph limit in Bell Lane. The Clerk would submit an application based on what members had advised were the reasons. Plus, see 3 above.

8. Planning

RESOLVED the comments as set out below.

Ref. No	Address	Details	
SDNP/19/051 65/LDP	7 High Meadow Cocking GU29 0EZ	Proposal: Erection of ground floor rear extension.	NO OBJECTION

9. **Bluebell Inn Community Project** – to receive an update if available from the Council’s representative.
Cllr Miss F Russell advised that internal renovations were progressing well, and a *soft opening* was planned for the 13 December.

10. **Highways**

- a. Village Gateways – to receive an update.
Licence still awaited.
- b. Footpaths and Footways
No report
- c. Cycleways
Cllrs Imlach & Marks had met with SDNPA officials and concurred that the route being suggested through / around Cocking for the Centurion Way was the best available.

11. **Parish Matters**

- a. **Playground**
Nothing to report.
- b. **Newsletter**
The Autumn edition had been well received
- c. **Village Hall**
A new Committee Chairman had been elected.
- d. **Village Hall Car Park**
The Clerk advised that Cowdray Estate had responded to our request for permission and were positive but wished to see details of the specification prior to formal approval being granted.
- e. **Daffodil bank.**
It was reported that works on clearing the site and planting the bulbs had started.

12. **Finance**

- a. Payments from 5 November – 2 December 2019 totalling £1,202.61 as set out in Appendix A, were **RESOLVED** and any receipts noted.
- b. A Bank Reconciliation to the 15 November 2019 was agreed, Appendix B.
Cllr D Summerfield initialled the corresponding entry on statement number 68.
- c. Members noted the budget position as circulated and considered a draft budget for 2020-21. If Cllrs had any additions to this before the next meeting, could they please let the Clerk know so he could adjust the document accordingly.
Members would be deciding the precept at the January meeting.

13. **Draft Social Media Policy**

Cllr T Waite had kindly combined elements of the two example policies into one, previously circulated. **RESOLVED** that the Policy be adopted, subject to the Clerk amending the wording of 8.6 to reflect members’ comments.

14. Forward Strategy / Cocking Voice

Cllr T Waite had taken on board comments made at the last meeting about needing to ensure that the survey related to issues that the Parish Council could deliver or influence.

15. Crest

In consideration of item 14 above, Cllr T Waite had suggested a logo or crest might give the Council an identity. Cllrs thought this to be useful suggestion and it was agreed that Cllrs would contact those they knew with artistic flair to suggest ideas for consideration.

16. Noticeboards

Cllr T Waite had suggested that the Council’s noticeboards could be rationalised or repositioned to improve their effectiveness. As the Bluebell Hub would be publicising community activities, this item was DEFERRED.

17. Correspondence

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

18. Any Other Matters for Information

The Clerk was asked to circulate the Council’s code of Conduct to all Cllrs. It was agreed that we would try to get the new PCSO to attend the 2020 Electors’ Meeting.

19. Date of Next Meeting

Monday 6 January 2020 6.30pm

The meeting closed at 7.56pm

Chairman:

Date:

APPENDIX A

INCOME & EXPENDITURE 2 DECEMBER 2019						
PAYMENTS: - 5 NOVEMBER - 2 DECEMBER 2019						
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	VAT	NET
02/12/2019	G Burt	532	Clerk's Net salary for Nov	£214.85		£214.85
02/12/2019	G Burt	532	Dafodill bulbs	£74.34	£12.39	£61.95
02/12/2019	HMRC	533	Clerk's Tax - Nov	£53.60		£53.60
02/12/2019	SSALC	534	Clerk Training (50% with BP)	£66.00	£11.00	£55.00
02/12/2019	Exigia	535	Annual fees etc.	£325.19		£325.19
02/12/2019	KerryType	536	Newsletter	£232.92		£232.92
02/12/2019	M R Woods	537	Fit acrylic panels to bus shelte	£50.00		£50.00
02/12/2019	Andrew James	538	SF Mowing - Oct	£185.71		£185.71
				£1,202.61	£23.39	£1,179.22

APPENDIX B

BANK RECONCILIATION				
AS @ 15 NOVEMBER 2019				
RECEIPTS & PAYMENTS				
Balance brought forward as at 01/04/2019		£14,004.86		
Add Total Receipts		13,686.67		
Less Total Payments		(11,416.38)		
TOTAL		£16,275.15	◀	
BANK				
Lloyds Treasurers A/C (15/11/2019)		16,326.15		TALLY
Less unrepresented cheques				
761	51.00	-£51.00		
Plus unrepresented deposits		0		
TOTAL		16,275.15	◀	

APPENDIX C

NOTABLE CORRESPONDENCE TO 27 NOVEMBER 2019			
Date	From	Subject	Action (Forwarded to all Clrs unless otherwise stated.)
07/11/2019	CDC	Chichester District Council considers car park changes	
07/11/2019	SDNPA	SDNPA - Town and Parish Workshops (Presentations)	
07/11/2019	VAAC	VAAC weekly updates	
07/11/2019	WSCC	West Sussex County Council - Winter Service Network Update	
07/11/2019	WSCC	West Sussex County Council - Winter Service Network Update	
07/11/2019	VAAC	Community Transport Forum for the Voluntary & Community Sector Chichester District	
07/11/2019	CDC	Media release: Council adopts new strategies to support business growth and investment in the Chichester District	
14/11/2019	CDC	Media release: Register to vote in the upcoming UK General Election	
14/11/2019	VAAC	VAAC weekly updates	
14/11/2019	S Police	Rother Valley PCSO	
14/11/2019	SDNPA	South Downs November newsletter	
23/11/2019	VAAC	VAAC weekly updates	