

COCKING PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL

9 JANUARY 2017 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

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

IN ATTENDANCE: G Burt, Clerk to the Council
County Cllr Brown
District Cllr Mrs Neville
2 Members of the public

1. Apologies

The Clerk reminded members that in accordance with best practice, the Council should resolve to accept reasons for absence.

Apologies for absence were received from Cllrs Marks (prior engagement). The reasons given were 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.

Cllrs Miss Russell and Keefe declared interests as members of the Village Hall Committee. Cllr Burgess declared an interest in Minute 9a, being the applicant.

3. Minutes

The minutes of the meeting of the 5 December 2016, previously circulated were agreed as a correct record and signed by the Chairman.

4. Matters Arising from the Minutes

Minute 8c. The Clerk reported that BT were not willing to allow modern phone boxes to be adopted by communities.

5. The Croft

Unfortunately, speakers expected from The Hyde Group were not in attendance.

6. Questions from Visitors

Visitors commented on the problem of trees at The Croft, believed to be the remit of Hyde, requiring pruning.

7. WSCC Report

Cty Cllr Brown thanked the Council for their kind Christmas card; highlighted the potential for uniform-mounted cameras to be worn by speed-monitors, following trials elsewhere by a Lollipop man, which resulted in a successful prosecution.

Cllr Imlach was disappointed that no response had been received from Chris Dye from WSCC Highways regarding the ever-narrowing footway on the east side of the main road leaving Cocking to the north. Cllr Brown would chase!

8. **CDC Report**

District Cllr Mrs Neville reported on shrinking healthcare budgets; work on Chichester's *Southern Gateway* project; the ongoing A27 saga; homelessness in Midhurst; abandonment of plans for Chichester, Arun and Horsham to share services; savings from CDC's new leisure services contract; the 5-year land-supply review; car parking charging periods to be extended.

9. **Planning**

Cllr Burgess withdrew from the meeting

- a. Comments on applications as set out in Appendix A were **RESOLVED**.

Cllr Burgess rejoined the meeting.

- b. **RESOLVED** to make no comment on the SDNPA's draft new Settlement Policy Boundary (SPB) for the Parish.

10. **Parish Matters**

a. **Playground**

The hedge to the rear of the site needed to be pruned hard back.

b. **Newsletter**

Nothing to report

c. **Events**

Christmas events at the Village Hall had been very successful.

d. **Village Hall**

Cllr Miss Russell gave an update on grant applications for the extension. Cllr Imlach was still investigating the topping-up of the car park surface.

e. **Highways**

Discussions about possible new *gateway* features were ongoing. Cllr Imlach would speak to Savills to arrange the cutting of the hedges on both sides of the approach road to Cocking.

f. **Bumblekyte**

The temporary bench had been thrown into the stream, but had been recovered.

g. **SDW Facilities**

Nothing new to report.

h. **Footpaths**

Nothing new to report.

i. **Cycleways**

Nothing new to report.

j. **Village First Aid**

There had been no interest in a possible First Aid course at the Village Hall.

k. **Website**

Progressing well; biographies of some Councillors still awaited.

l. **Village Welfare**

Nothing new to report, although advice may be available from AiRS.

m. **Winter Management Plan**

Nothing new to report.

n. **Bus Shelter**

The shelter at The Croft had been damaged by vandals. The noticeboard opposite was looking tatty.

11. Finance

a. Payments from 6 December 2016 to 9 January 2017, as set out in Appendix B, were approved and any receipts noted.

b. A bank reconciliation, as set out in Appendix C, showing a Cashbook and Bank Balance agreeing of £12,160.57 as at 15 December 2016, was noted. In accordance with good practice, Cllr Imlach viewed Bank Statement No 33 and initialled the corresponding balance.

c. Members received a 2016-17 Budget update and likely end of year out turn. This informed a budget for 2017-18 Budget which was **RESOLVED** as shown in Appendix D.

d. **RESOLVED** that a Precept be levied upon Chichester District Council of £13,000 for the year 2017-2018.

e. Members were pleased to see that reserves were starting to recover, but asked that the Clerk seek advice on a possible *Reserves Policy*.

12. Correspondence

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

13. Any Other Matters for Information

None

14. Date of Next Meeting

Monday 6 February 2017 6.30pm

The meeting closed at 7.47pm

Chairman:

Date:

APPENDIX A

COMMENTS ON PLANNING APPLICATIONS

SDNP/16/05818/HO US	14 The Croft Cocking Midhurst West Sussex GU29 0HQ	Side and rear extension, conservatory and porch.	NO OBJECTION
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APPENDIX B

FINANCIAL REPORT 5 DECEMBER 2016						
PAYMENTS: 8 NOVEMBER - 5 DECEMBER 2016						
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	VAT	NET
05/12/2016	G Huges T/A Littlefield	673	Sports Field Grass Cutting 2016 Season	£600.00		£600.00
05/12/2016	G Huges T/A Littlefield	673	Play Area Grass Cutting 2016 Season	£1,100.00		£1,100.00
05/12/2016	PKF Littlejohn	674	15-16 Ext Audit	£240.00	£40.00	£200.00
05/12/2016	Cocking VH	675	Hire of Hall for Queen's Birthday Event	£10.00		£10.00
05/12/2016	G Burt	676	Clerk's Net salary for Nov	£197.38		£197.38
05/12/2016	HMRC	677	Clerk's Tax - Nov	£49.40		£49.40
05/12/2016	Chi Payroll	678	Payroll Admin - Nov	£10.00		£10.00
				£2,206.78	£40.00	£2,166.78

BANK RECONCILIATION				
AS AT 15 DECEMBER 2016				
PRESENTED TO COUNCIL ON 9 JANUARY 2017				
RECEIPTS & PAYMENTS				
Balance brought forward as at 31/03/2016		£5,773.11		
Add Total Receipts		17,013.92		
Less Total Payments		(10,626.46)		
TOTAL		£12,160.57	◀	
BANK				
Lloyds Treasurers A/C (15/12/2016)		13,880.57		
Less unpresented cheques				
673	£600.00			
673	£1,100.00			
675	£10.00			
678	£10.00			
		-1,720.00		
Plus uncleared deposits		£0.00		
TOTAL		12,160.57	◀	

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COCKING PARISH COUNCIL 2016-17						
	Original Budget	Actual as @ 09/01/2017	Y/E Forecast	2017-18 DRAFT	2018-19 DRAFT	2019-20 DRAFT
Balances b/f at 1 April	5,773.11	5,773.11	5,773.11	11,000.00	11,300.00	12,000.00
Receipts						
Precept	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
Council Tax Reduction Grant	459.17	459.17	459.17	0	0	0
Grants received		250.00	250.00			
VAT refund	1,500.00	3,248.75	3,248.75	1,500.00	1,500.00	1,500.00
Other		56.50	56.50			
Total Receipts	20,732.28	22,787.53	22,787.53	25,500.00	25,800.00	26,500.00
Payments						
ADMINISTRATION						
Gen Admin/office	300	1,470.43	1,500.00	300.00	300.00	300.00
Employment costs	3000	2,463.86	3,000.00	3,700.00	3,800.00	3,900.00
Clerks Expenses	400	449.47	480.00	500.00	500.00	400.00
PC Insurance	1030	1,071.63	1,071.63	1,080.00	1,080.00	1,030.00
Meeting room hire & APM	110	75.58	75.58	80.00	80.00	110.00
Audit fees	250	350.00	350.00	350.00	350.00	350.00
Chairman's Allowance	40		40.00	40.00	40.00	40.00
Members Travel						
Training	100	107.50	107.50	150.00	150.00	150.00
New sletter	460	364.00	364.00	400.00	400.00	500.00
VILLAGE HALL						
Insurance	190.00	191.63	191.63	200.00	200.00	200.00
Other	700.00	145.83	145.83	700.00	700.00	700.00
Ground Rent	263.6	287.32	287.32	287.32	287.32	287.32
SPORTS FIELD						
Ground Rent	150	172.33	172.33	172.33	172.33	172.33
Allotments	50					
Grass cutting	1,200.00	640.00	640.00	650.00	650.00	650.00
Other Grass Cutting verges						
WAR MEMORIAL						
Maintenance	50		0	50.00	50.00	50.00
Hist Column	20		20	20.00	20.00	20.00
EVENTS						
Fireworks	650	650.00	650.00	650.00	650.00	650.00
Other		134.30	134.30			
SUBSCRIPTIONS						
AIRS	50.00			50.00	50.00	50.00
SLCC	24.00	21.95	21.95	22.00	22.00	21.95
SALC	108.00	123.49	123.49	125.00	125.00	123.49
GRANTS	400	50.00	50.00	400.00	400.00	400.00
PLAY AREA						
Maintenance	650	120.55	250.00	500.00	500.00	500.00
Grass Cutting	1100	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
Inspections	80	73.50	73.50	80.00	80.00	80.00
Litter bin	80	65.52	65.52	80.00	80.00	80.00
HIGHWAYS						
Bus Shelters/Noticeboards/benches	300	212.01	212.01	300.00	300.00	300.00
Footpath maint.	200	81.00	81.00	200.00	200.00	200.00
Traffic Calming				500.00		
VAT	1,500.00	521.16	600.00	1,500.00	1,500.00	1,500.00
Total payments	13,455.60	10,943.06	11,807.59	14,186.65	13,786.65	13,865.09
Transfer to following year	7,276.68	11,844.47	10,979.94	11,313.35	12,013.35	12,634.91

APPENDIX E

NOTABLE CORRESPONDENCE TO 8 JANUARY 2017			
Date	From	Subject	Action: Copied to all Cllrs unless otherwise stated
06/12/2016	CDC	ELECTORAL REVIEW OF CHICHESTER: FINAL RECOMMENDATIONS	
06/12/2016	SSALC	Watch Out Magazine - Sussex Edition	
20/12/2016	SDNPA	Key highlights - November	
20/12/2016	SSALC	SSALC January Newsletter	
20/12/2016	CDC	NW and NE Community Forum Minutes - 10th November 2016	