

**COCKING PARISH COUNCIL**

**MINUTES OF THE MEETING OF THE COUNCIL**

**6 NOVEMBER 2017 AT 6.30PM**

**AT THE VILLAGE HALL, BELL LANE, COCKING**

**PRESENT:** Cllrs Imlach (Chairman), Burgess, Craig, Harper (from Minute 9), Marks and O'Neill.

**IN ATTENDANCE:** G Burt, Clerk to the Council  
Dis Cllr Mrs C Neville

**1. Apologies**

An apology for absence had been received from Cllr Miss F Russell (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. None.

**3. Questions from Visitors**

None

**4. WSCC Report**

Cty Cllr P Bradford had tendered his apologies.

**5. CDC Report**

District Cllr Mrs C Neville reported on the official response she had received from the Hyde Group about housing issues at The Croft. It seemed the matter of costly and energy-inefficient heating in some properties was difficult to progress without a list of affected properties. Cllr Imlach kindly offered to canvass the area to ascertain facts, although the Clerk expressed surprise that a Registered Social Landlord had no records about its own properties' heating systems. There was little progress on the post and rail fence to circle the open space, previously promised by Hyde officers.

CDC was still contemplating the use of approximately £800,000 of S106 money available from the former King Edward VII site at Midhurst, but sustainable transport was the most likely use.

Members also discussed the infilling of Pendean Quarry, lorry movements and air quality in Midhurst Town Centre.

**6. Minutes**

The minutes of the meeting of the 2 October 2017, previously circulated were agreed as a correct record and signed by the Chairman.

**7. Matters Arising from the Minutes**

None

**8. Vacancy**

Mr Peter Harper had expressed an interest in joining the Council to fill the current vacancy. His application and CV had been previously circulated to all Councillors. **RESOLVED** that Mr Peter

Harper be co-opted to Cocking Parish Council. Cllr P Harper then signed the statutory *Declaration of Acceptance of Office* and joined other Councillors at the table.

## 9. Planning

- a. Members considered applications received since the last meeting and **RESOLVED** those set out in Appendix A accordingly.
- b. The SDNPA were undertaking a pre-submission consultation in its Local Plan. Cllr P Craig had kindly reviewed the weighty document and circulated a precis to Councillors for which he was thanked. The only issue of particular interest to Cocking, was the possible use of the HWRC site in nearby Midhurst for housing. **RESOLVED** that the Council comment that the existing site is very well sited and used, but should the site be required for housing, an equally well-sited and with no less capacity than existing facility, be opened first.

## 10. Parish Matters

### a. Playground

Nothing to report.

### b. Newsletter

The Autumn edition had now been distributed. Past editions would be available on the website. (The Village Hall was planning its own new leaflet.)

### c. Events

The Fireworks had been a great success and the Chairman had sent flowers to the key organisers as a thank you. Several new residents had recently moved to the village which had injected some much-needed vitality into the life of the village. In addition to Remembrance Sunday, there was a good program of events in the run-up to Christmas.

### d. Village Hall

**RESOLVED** that as per usual, the Council sponsor the village fireworks at £650. It was reported that the Chairman of the VHM Committee Gill Buchanan would be standing down at their AGM.

### e. Highways

Nothing to report.

### f. SDW Facilities

Nothing to report.

### g. Footpaths

Nothing to report.

### h. Cycleways

Design work was progressing at various organisations, to further extend the Centurion Cycle Way which would pass through the village. Cllrs Craig, Imlach and Marks would have a site meeting to look at options.

### i. Village Welfare / Winter Management Plan

The delivery of bags of salt to those residents who usually receive it, was complete.

### j. Neighbourhood Watch

PCSO Richard Moorey had offered to come and talk to residents about SCAMS and Cold-Calling etc. The Clerk had suggested that this might make a good subject for the 2018 Electors' Meeting. **AGREED.** Clerk to liaise with PCSO Moorey on dates etc.

**k. The Croft**

See Minute 5 above.

**l. NHB**

It was reported that our bid to CDC for NHB for car park improvements and new planters outside the Village Hall had been successful. **RESOLVED** to accept the T&Cs of the offer accordingly.

**m. Other Village Maintenance Updates**

**AWAITED**

The Clerk was asked to get a price for a new bin (+emptying) from CDC.

**11. Finance**

a. Payments from 3 October – 6 November 2017, totalling £3,207.89 as set out in Appendix **B**, were **RESOLVED** and any receipts noted.

b. A Bank Reconciliation to the 13 October 2017 was agreed, Appendix **C**. Cllr P O'Neill initialled the corresponding entry on statement number 43.

c. A Budget Update was received, Appendix **D**. Members were reminded to come to the December meeting with any items for inclusion in the 2018-19 budget.

**12. Correspondence**

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

**13. Any Other Matters for Information**

It was reported that a resident had offered to host a Defibrillator on the wall of her property, which was quite close to the Church.

**14. Date of Next Meeting**

**Monday 4 December 2017 6.30pm**

*The meeting closed at 7.50pm*

Chairman:

Date:

**APPENDIX A**

SDNP/17/05196/T CA	Whitegate Bell Lane Cocking Midhurst West Sussex GU29 0HU	Notification of intention to crown reduce by 10% on 1 no. False Acasia tree and crown reduce by 20% on 2 no. Walnut tree.	NO OBJECTION
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**APPENDIX B**

<b>FINANCIAL REPORT 6 NOVEMBER 2017</b>						
<b>PAYMENTS: - 3 OCTOBER - 6 NOVEMBER 2017</b>						
	<b>PAYEE</b>	<b>CHEQUE NO</b>	<b>DESCRIPTION</b>	<b>GROSS</b>	<b>VAT</b>	<b>NET</b>
06/11/2017	SSALC	731	Clerk's Networking Day	£39.00	£6.50	£32.50
06/11/2017	SSALC	731	WSALC AGM	£48.00	£8.00	£40.00
06/11/2017	SSALC	731	Budget Planning Workshop	£36.00	£6.00	£30.00
06/11/2017	Cocking Village Hall	732	Reimb of unused hall extension grant	£100.00		£100.00
06/11/2017	Cocking Village	732	Firework Sponsorship	£650.00		£650.00
06/11/2017	G Burt	733	Clerk's Net salary for Oct	£197.38		£197.38
06/11/2017	HMRC	734	Clerk's Tax - Oct	£49.40		£49.40
06/11/2017	Chi Payroll Services	SO	Payroll Admin - Oct	£10.00		£10.00
06/11/2017	Littlefed Lawn Care	735	Grass cutting - Rec Field x15	£600.00		£600.00
06/11/2017	Littlefed Lawn Care	735	Grass cutting - Village Green x22	£1,100.00		£1,100.00
06/11/2017	Exigia Ltd	736	Annual Website Costs	£199.19		£199.19
06/11/2017	Exigia Ltd	736	TF of Website	£10.00		£10.00
06/11/2017	KerryType Ltd	737	Newsletter Printing	£176.92		£176.92
06/11/2017	D Imlach	738	Flowers for Firework organisers	£15.00	£2.50	£12.50
				<b>£3,230.89</b>	<b>£23.00</b>	<b>£3,207.89</b>

<b>BANK RECONCILIATION</b>				
<b>AS AT 13 OCTOBER 2017</b>				
<b>PRESENTED TO COUNCIL ON 6 NOVEMBER 2017</b>				
<b>RECEIPTS &amp; PAYMENTS</b>				
Balance brought forward as at 31/03/2017		£14,106.23		
Add Total Receipts		17,215.00		
Less Total Payments		(14,594.33)		
<b>TOTAL</b>		<b>£16,726.90</b>	◀	
<b>BANK</b>				
Lloyds Treasurers A/C (13/10/2017)		16,875.70		
<b>Less unpresented cheques</b>				
	725	£120.00		
	729	£28.80		
		-148.80		
<b>Plus uncleared deposits</b>		£0.00		
<b>TOTAL</b>		<b>16,726.90</b>	◀	

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COCKING PARISH COUNCIL 2017-18				2018-19	2019-20	2020-21
	Budget	Actual as @ 06/11/2017	Y/E Forecast	DRAFT	DRAFT	DRAFT
Balances b/f at 1 April	14,106.23	14,106.23	14,106.23	11,300.00	12,000.00	
<b>Receipts</b>						
Precept	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	
Council Tax Reduction Grant	0	0	0	0	0	
Grants received		4,215.00	4,215.00			
VAT refund	1,500.00		1,500.00	1,500.00	1,500.00	
Other						
<b>Total Receipts</b>	<b>28,606.23</b>	<b>31,321.23</b>	<b>32,821.23</b>	<b>25,800.00</b>	<b>26,500.00</b>	
<b>Payments</b>						
<b>ADMINISTRATION</b>						
Gen Admin/office	300.00	225.22	550.00	300.00	300.00	
Website		209.19	209.19			
Employment costs	3,700.00	1,974.24	3,700.00	3,800.00	3,900.00	
Clerks Expenses	500.00	351.97	500.00	500.00	400.00	
PC Insurance	1,080.00	1,118.02	1,118.02	1,080.00	1,030.00	
Meeting room hire & APM	80.00		80.00	80.00	110.00	
Audit fees	350.00	250.00	250.00	350.00	350.00	
Chairman's Allowance	40.00	12.50	40.00	40.00	40.00	
Members Travel						
Training	150.00	244.00	350.00	150.00	150.00	
New sletter	400.00	373.22	373.22	400.00	500.00	
<b>VILLAGE HALL</b>						
Insurance	200.00	199.93	199.93	200.00	200.00	
Other	700.00	0.00	700.00	700.00	700.00	
Ground Rent	287.32	287.32	287.32	287.32	287.32	
Extension	-	7,750.00	7,750.00			
<b>SPORTS FIELD</b>						
Ground Rent	172.33	200.00	200.00	172.33	172.33	
Grass cutting	650.00	600.00	600.00	650.00	650.00	
Other		275.00	275.00			
<b>WAR MEMORIAL</b>						
Maintenance	50.00		50.00	50.00	50.00	
Hist Column	20.00		20.00	20.00	20.00	
<b>EVENTS</b>						
Fireworks	650.00	650.00	650.00	650.00	650.00	
Other						
<b>SUBSCRIPTIONS</b>						
AIRS	50.00	50.00	50.00	50.00	50.00	
SLCC	22.00		22.00	22.00	21.95	
SALC	125.00	125.24	125.24	125.00	123.49	
<b>GRANTS</b>	400.00		400.00	400.00	400.00	
<b>PLAY AREA</b>						
Maintenance	500.00		500.00	500.00	500.00	
Grass Cutting	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	
Inspections	80.00	73.50	73.50	80.00	80.00	
Litter bin emptying	80.00	66.56	66.56	80.00	80.00	
<b>HIGHWAYS</b>						
Bus Shelters/Noticeboards/benches	300.00		300.00	300.00	300.00	
Footpath maint.	200.00	30.00	30.00	200.00	200.00	
Traffic Calming	500.00		0.00			
VAT	1,500.00	1,659.31	2,000.00	1,500.00	1,500.00	
<b>Total payments</b>	<b>14,186.65</b>	<b>17,825.22</b>	<b>22,569.98</b>	<b>13,786.65</b>	<b>13,865.09</b>	
Transfer to following year	<b>14,419.58</b>	<b>13,496.01</b>	<b>10,251.25</b>	<b>12,013.35</b>	<b>12,634.91</b>	

**APPENDIX E**

NOTABLE CORRESPONDENCE TO 4 NOVEMBER 2017			
Date	From	Subject	Action: Copied to all Cllrs unless otherwise stated
03/10/2017	SDNPA	Planning Committee Agenda 12 October 2017 SDNPA	
06/10/2017	CDC	Planning Enforcement	
16/10/2017	CDC	Media release: Council partnership aims to crack down on litter	
16/10/2017	WSCC	Community Green Offer - Chichester District Pilot Project	
29/10/2017	SDNPA	National Park Authority Workshops	
29/10/2017	SSALC	Surrey and Sussex Watch Out magazines for October	
29/10/2017	Cllr Mrs Neville	The Croft - Let from Hyde Group	
29/10/2017	CDC	North West and North East Community Forums	
01/11/2017	SDNPA	SDNPA Planning Committee Agenda 9 November	
01/11/2017	CDC	Chichester in Partnership October 2017 E-bulletin	
03/11/2017	CDC	Chichester District Social Prescribing	
03/11/2017	CDC	North West and North East Community Forums	