

COCKING PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

1 OCTOBER 2018 AT 6.30PM

AT THE VILLAGE HALL, BELL LANE, COCKING

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

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

1. Apologies

None.

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.

3. Questions from Visitors

A resident remarked that she had reported to the Clerk that the July Council minutes were not on the website; the Clerk reported that this was his fault as he had not sent them to the webmaster. The resident commented that the website contained little local information or news, suggesting that as the webmaster was no longer local, it might be better to link the Council and Village Hall websites more closely. The Clerk reported that the Transparency Code required Councils to have their own websites, and there were links between the village websites; he added that appeals had been made for villagers to submit articles and events but to little avail. Residents said some residents were reluctant to use social media for privacy reasons and preferred to use websites. Councillors commented that a webmaster did not need to live in the community the website served. District Councillor Mrs Neville spoke of the benefits of Facebook to local communities; the Clerk said the cancellation of Velo South 2018 had been disseminated successfully largely due to Facebook.

A resident was concerned about reports that Velo South would definitely be held in 2019 which was alarming; they felt that such a move required full public consultation.

County Cllr D Bradford replied that there was no agreement on a 2019 event; the news of a definite 2019 event was *fake news!* He concurred that meaningful consultation was required before any 2019 event, and he had been given such assurances very recently by senior officers and cabinet members at County Hall. He sensed a change of mood at WSCC on the issue and was pleased that the issue would be left to the whole council rather than just cabinet members. Another resident said that she was disappointed that the 2018 event had not taken place and felt that it would be great for the area.

A resident commented that dog waste bins were required in several locations to stop people leaving bags in hedgerows. She was advised that dog waste could be put in ordinary litter bins. District Cllr Mrs Neville suggested that CDC's new Green Dog Walker scheme could be helpful.

A resident reported that she was being plagued by an inconsiderate neighbour, lighting bonfires; could an article go in the next newsletter asking villagers to be more thoughtful?

A resident asked when High Speed Internet would be available? He was advised to contact BT Openreach.

Residents lamented the loss of the Bluebell Inn but felt the conversion would tidy it up.

4. County & District Councillor Reports

In addition to the above, County Cllr D Bradford asked for details of any local cycle groups that he could contact so he has cyclists' views on Velo South matters; Cllr Imlach would forward him details of M.A.C. although this group was more interested in facilities for cyclists. He highlighted the next County Local Committee, at Tillington on 6 November; there had been several Cabinet member changes. He was always happy to be contacted; he was not directly involved in likely decision making on possible savings in the social care budget.

District Cllr Mrs C Neville, as a Chairman of another Parish Council, said traffic calming issues were a common problem in most communities. She reported that previous exemptions/reductions in Council Tax on empty properties were being removed in an effort to bring more empty homes into use. She was concerned about Bailey Ward at Midhurst Cottage Hospital, which had been closed due to a lack of staff; three beds in Pendean Ward are being used in the interim. [Miss F Russell is taking part in a Task & Finish Group review to look at the future use of the inpatient beds on Bailey Ward.] Macmillan made good use of the facilities there. CDC was keen to realise the value of the former Grange site sooner rather than later, to help offset the cost of the new Grange. CDC was trying to discourage the use of single-use plastics.

5. Minutes

The minutes of the meeting of the 3 September 2018, previously circulated were agreed as a correct record and signed by the Chairman.

6. Matters Arising from the Minutes

None.

7. To consider applications for Co-option.

No further applications had been received.

8. Planning

Comments on applications received since the last meeting were **RESOLVED** as set out below:

Application No	Address	Details	Comment
SDNP/18/045 39/FUL	The Bluebell A286 Church Lane To Bell Lane Cocking GU29 0HU	Change of use of A3/A4/C1 public house to provide 2 no. C3 dwellinghouses.	NO OBJECTION but with the following additional comment: Whilst the Council notes that the front garden in the north east corner of the site, bordered by the A286 and Bell Lane, is to be laid to grass and open-plan, a condition should be added such that any future structures e.g. walls or fences or hedges must be set back an appropriate distance from the corner. This is in order to preserve existing highway visibility splays in the interests of the safety of highway users.
SDNP/18/046 68/LDP	2 Lamberts Yard Cocking GU29 0EU	Proposed lawful development - a rear ground floor extension.	No Objection

9. Highways

a. Traffic Calming

The Chairman reported that the next Newsletter would appeal for volunteers to come forward to form a Community Speedwatch Group, independent from but supported by the Council. As the highway authority were not inclined to bring forward any traffic calming as the main road through the village was, contrary to local opinion, a low risk route, it was incumbent on such a group to undertake their own speed monitoring etc., and campaigning. WSCC was not likely to carry out work just at the request of the Parish Council; community opinion did carry more weight. A resident from the public gallery suggested painting their own lines in the road to slow traffic but was advised this would be illegal.

b. Footways and Footpaths

Cllr Craig was attending a Pathwatch meeting the following day. The FP via The History Column still required strimming; the footway up to Bex Lane was also in need of attention.

c. Cycleways

Nothing to report.

Cllr Marks withdrew from the table for the following item.

d. Hedges

The Clerk had met with Mr Marks earlier to ascertain the position with regard to the cutting of field hedges along main roads that were within his tenure. He currently cut them every two years, as this was the frequency recommended by the RSPB to maximise benefit to wildlife. He could cut annually, which he would be against for ecological reasons, but this would be at a cost that he would require reimbursing, which would be in the region of £500 p.a. The issue had arisen as the Council had received complaints from one or two residents who felt that the village looked unkempt, although others did prefer this to a more manicured look. It was agreed that the Council would consider this further at the next meeting.

10. Parish Matters

a. Playground

Nothing to report

b. Newsletter

The Chairman asked for Members contributions to the next edition, due mid-October, if possible.

c. Events

The Beacon marking the end of WWI would now be held on the hill top as originally envisaged.

d. Village Hall

The roof-top clock was now fully working; a new website was being looked at; WIFI for users was being considered; internet banking was also being looked at. Plans were well in hand for the annual village bonfire on the 27 October.

e. Neighbourhood Watch

Nothing to report.

f. **Other**

The Daffodil bank still needed strimming. A letter had been received from a local resident asking the Council to expedite stronger material in the Garage Bus Shelter windows, as he regularly cleared up the broken pieces.

11. Finance

- a. Payments from 4 September – 1 October 2018, totalling £642.94 as set out in Appendix A, were **RESOLVED** and any receipts noted.
- b. A Bank Reconciliation to the 14 September 2018 was agreed, Appendix B. Cllr P O'Neill initialled the corresponding entry on statement number 54.
- c. Members considered a Budget Update for the current year, attached Appendix C. The Clerk was concerned that several budgets would be considerably underspent leading to high reserves which would be difficult to justify. Councillors commented that several projects were still to be done this year although agreed to a suggestion from the Clerk, that at the year end, an earmarked reserve be created to assist with significant future maintenance projects; this should satisfy any concerns from Internal and External Auditors.

12. Information Technology

Nothing to report.

13. Correspondence

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

14. Any Other Matters for Information

None

15. Date of Next Meeting

Monday 5 November 2018 6.30pm

The meeting closed at 8.10pm

Chairman:

Date:

APPENDIX A

FINANCIAL REPORT 1 OCTOBER 2018						
PAYMENTS: - 4 SEPT - 1 OCT 2018						
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	VAT	NET
01/10/2018	Cowdray Estate	781	Ground Rent- Village Hall - 2nd Part	143.66		143.66
01/10/2018	Cowdray Estate	781	Ground Rent- Rec Field - 2nd Part	100.00		100.00
01/10/2018	D Imlach	782	Printing	15.00		15.00
01/10/2018	D Imlach	782	Mtg refreshments	7.00		7.00
01/10/2018	D Imlach	782	FP clearance	10.00		10.00
01/10/2018	D Imlach	782	Cleaning equip.	7.50		7.50
01/10/2018	G Burt	783	Clerk's Net salary for Sept	208.58		208.58
01/10/2018	HMRC	784	Clerk's Tax - Sept	52.20		52.20
01/10/2018	Aztec Computers	785	Look at old laptop	99.00	16.50	82.50
				£642.94	£16.50	£626.44
RECEIPTS						
DATE	PAYER	DEPOSIT SLIP	PARTICULARS	AMOUNT		
14/09/2018	CDC	BAC	Precept Part II	£6,500.00		

APPENDIX B

BANK RECONCILIATION		
AS AT 14 SEPT 2018		
PRESENTED TO COUNCIL ON 1 OCT 2018		
RECEIPTS & PAYMENTS		
Balance brought forward as at 01/04/2018		£15,001.68
Add Total Receipts		13,250.00
Less Total Payments		(6,366.57)
TOTAL		£21,885.11
BANK		
Lloyds Treasurers A/C (14/09/2018)		22,136.31
Less unpresented cheques		
761	£51.00	
778	£52.20	
778	£52.00	
779	£96.00	
		-251.2
TOTAL		21,885.11

TALLY

APPENDIX C

COCKING PARISH COUNCIL 2018-19					
	Budget	Actual as @ 01/10/2018	Y/E Forecast	2019-20 DRAFT	2020-21 DRAFT
Balances b/f at 1 April	15,001.68	15,001.68	15,001.68	10,800.00	10,500.00
Receipts					
Precept	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
Grants received		250.00	250.00		
VAT refund	1,500.00			1,500.00	1,500.00
Other					
Total Receipts	29,501.68	28,251.68	28,251.68	25,300.00	25,000.00
Payments					
<i>ADMINISTRATION</i>					
Gen Admin/office	400.00	258.34	400.00	400.00	400.00
Website	250.00		250.00	250.00	250.00
Employment costs	3,800.00	1,819.91	3,800.00	3,900.00	3,900.00
Clerks Expenses	500.00	367.52	500.00	500.00	500.00
PC Insurance	1,150.00	1,212.74	1,212.74	1,150.00	1,150.00
Meeting room hire & APM	125.00		125.00	125.00	125.00
Audit fees	350.00	125.00	350.00	350.00	350.00
Chairman's Allowance	40.00		40.00	40.00	40.00
Members Travel					
Training	250.00	80.00	250.00	250.00	250.00
New sletter	400.00	212.42	425.00	450.00	500.00
<i>VILLAGE HALL</i>					
Insurance	220.00	218.00	218.00	240.00	260.00
Other	700.00		700.00	700.00	700.00
Ground Rent	287.32	287.32	287.32	287.32	287.32
Extension					
Car Park imp. & new planters		1,036.00	1,036.00		
<i>SPORTS FIELD</i>					
Ground Rent	200.00	200.00	200.00	200.00	200.00
Grass cutting	850.00		850.00	850.00	850.00
Other					
<i>WAR MEMORIAL</i>					
Maintenance	100.00		100.00	50.00	50.00
Hist Column	20.00		20.00	20.00	20.00
<i>EVENTS</i>					
Fireworks	650.00		650.00	650.00	650.00
Other / Cocking Week	200.00				
<i>SUBSCRIPTIONS</i>					
AIRS	50.00	50.00	50.00	50.00	50.00
SLCC	22.00			21.95	21.95
SSALC	130.00	126.99	126.99	135.00	140.00
GRANTS	400.00	100.00	400.00	400.00	400.00
<i>PLAY AREA</i>					
Maintenance	500.00	457.60	500.00	500.00	500.00
Grass Cutting	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	120.00	68.12	120.00	125.00	130.00
<i>HIGHWAYS</i>					
Bus Shelters/Noticeboards/benches	300.00	7.50	300.00	300.00	300.00
Footpath maint.	1,000.00	10.00	1,000.00	200.00	200.00
Traffic Calming					
VAT	1,500.00	298.55	750.00	1,500.00	1,500.00
Total payments	15,694.32	7,009.51	15,834.55	14,824.27	14,904.27
Transfer to following year	13,807.36		12,417.13	10,475.73	10,095.73

NOTABLE CORRESPONDENCE TO 01 OCTOBER 2018			
13/09/2018	SSALC	Letter of clarification from Sussex PCC, Katy Bourne	
13/09/2018	Clr Miss Russe	Health and Social Care Updates in West Sussex	
13/09/2018	CDC	Media release: Council gives go-ahead to sell land in Midhurst	
13/09/2018	WSCC	Early Warning Notice - Temporary Traffic Regulation -Sunwool Lane, Cocking - Proposed start date: 26/11/18	
13/09/2018	SDNPA	South Downs News:	
13/09/2018	SDNPA	Housing and Economic Land Availability Assessment 2018	
13/09/2018	SW	Water for Life - Southern Water's Business Plan for 2020 to 2025	
18/09/2018	Mrs S Redshaw	Bluebell - change of use comments	
18/09/2018	SDNPA	Parish Workshops - Autumn 2018	
22/09/2018	Velo South	2018 Event Cancellation	
22/09/2018	CAB	Arun and Chichester Citizens Advice AGM invitation	
28/09/2018	WSCC	School admissions - Your assistance please	
28/09/2018	Mrs N Barnett	Let. of Objection to redevelopment of former Grange site, Midhurst for residential	