

COCKING PARISH COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL
4 NOVEMBER 2019, 6.30PM
VILLAGE HALL, BELL LANE, COCKING

PRESENT: Cllrs Miss F Russell (Chair), Mrs J Jackson, R Jenkins (from Minute 6), R Marks and D Summerfield.

IN ATTENDANCE: G Burt, Clerk to the Council
 2 Members of the public

1. Apologies

Apologies for absence were received from Cllrs D Imlach and T Waite due to prior engagements. The apologies were noted and reasons given approved. The Clerk would send a *Get Well* card to Cllr Imlach on behalf of the Council.

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, raised previously? Cllr R Marks confirmed it was Hyde Martlet. The Clerk would take the matter up with them. He would also take up the issue of a Southern Water collapsing manhole in Mill Lane - residents gave him details accordingly.

4. WSCC Report

Cty Cllr D Bradford had tended his apologies.

5. CDC Report

No report.

6. Minutes

The minutes of the meeting of the 7 October 2019, previously circulated were agreed as a correct record and signed by the Chairman.

7. Matters Arising from the Minutes

See Item 3 above

The Clerk advised that the Daffodil bulbs had been ordered.

8. Planning

RESOLVED the comments as set out below.

Ref. No	Address	Details	
SDNP/19/049 92/TCA	Hedgerows A286 The Croft To Bex Lane Cocking Causeway Cocking GU29 OHD Proposal:	Notification of intention to fell 2 no. Holly trees (T4 and T12), 1 no. Chusan Palm tree (T9), 1 no. Cypress Fir tree (T10) and 1 no. Lawson Cypress (T11).	NO OBJECTION

9. **Bluebell Inn Community Project** – to receive an update if available from the Council’s representative.
Cllr Miss F Russell advised work that work was nearly finished on the inside and it was hoped to open mid-December.

10. **Highways**

- a. **Village Gateways – to receive an update.**
We were now just waiting for the licence. The cost had been confirmed and Cllr Mrs J Jackson who had kindly agreed to sponsor them, would order them direct and they would be delivered to her. The Clerk would seek a quote for installation.
- b. **Footpaths and Footways**
No report
- c. **Cycleways**
It was reported that the SDNPA had approved plans for the Centurion Way extension from West Dean to Cocking.
- d. **Bell Lane**
The Clerk would seek clarification from WSCC on our bid some years ago to get the 30 mph limit in Bell Lane extended.

11. **Parish Matters**

- a. **Playground**
The new information sign was up. The Clerk would see, in Cllr Imlach’s absence, where we were with the minor works he was arranging.
- b. **Newsletter**
The Autumn edition was nearly ready.
- c. **Village Hall**
The firework display had been well-received. Thanks to all involved.
- d. **Village Hall Car Park**
The Clerk would suggest to the freeholder that if they didn’t hear by a suitable time then we would assume that they had no objection.
- e. **Christmas Tree**
Conditions upon which the Village Hall Committee could install a Christmas Tree on next to the Playground were agreed. In support of the project, **RESOLVED** that the Council would fund up to £150 the cost of a permanent tree pit, which could be used in perpetuity.
- f. **Bus Shelters**
It was reported that the acrylic panels had been installed.

12. **Finance**

- a. **Payments** from 8 October – 4 November 2019 totalling £1,031.68 as set out in Appendix A, were **RESOLVED** and any **receipts** noted.
- b. A Bank Reconciliation to the 15 October 2019 was agreed, Appendix B. Cllr Mrs F Russell initialled the corresponding entry on statement number 67.

13. **Draft Social Media Policy**

It was agreed that the Clerk would recirculate the SSALC Model *Media & Comms Policy* and the Social Media Policy for Billingshurst PC and invite Members, prior to the next meeting, to see which elements of the former, they would like to see in the latter, so that Members could then consider a new composite policy.

14. Forward Strategy / Cocking Voice

Cllr T Waite had submitted some draft documents including a suggested residents' survey. Members were supportive of a flyer being delivered to households in the New Year. However, they considered that in order not to raise residents' expectations too high, the questions should centre on those issues that the Parish Council could potentially deliver or influence. The Chairman would convey this to Cllr Waite.

15. To consider granting of leave of absence to Cllr T Waite, due to work commitments.

Cllr Waite's work was taking him abroad for several months, so would be unable to attend meetings, although he remained committed and was busy behind the scenes. **RESOLVED** to grant a of leave of absence to Cllr T Waite, due to work commitments for six months from the date of this meeting.

16. Correspondence

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

17. Any Other Matters for Information

None

18. Date of Next Meeting

Monday 2 December 2019 6.30pm

The meeting closed at 7.25pm

Chairman:

Date:

APPENDIX A

INCOME & EXPENDITURE 4 NOVEMBER 2019					
PAYMENTS: - 8 OCTOBER - 4 NOVEMBER 2019					
DATE	PAYEE	CHEQUE NO	DESCRIPTION	GROSS	NET
04/11/2019	David Imlach	527	Acrylic for bus shelters	£123.43	£102.86
04/11/2019	Exigja	528	Making website accessible.	£225.00	£225.00
04/11/2019	Cocking Village H	529	Hall hire	£150.00	£150.00
04/11/2019	G Burt	530	Clerk's Net salary for Oct	£214.65	£214.65
04/11/2019	G Burt	530	Mileage (Sept 18 - Nov 19)	£216.00	£216.00
04/11/2019	G Burt	530	Printer Carts	£23.80	£19.83
04/11/2019	G Burt	530	Comps slips	£25.00	£25.00
04/11/2019	HMRC	531	Clerk's Tax - Oct	£53.80	£53.80
				£1,031.68	£1,007.14
RECEIPTS: - 8 OCTOBER - 4 NOVEMBER 2019					
DATE	PAYER	DEPOSIT	PARTICULARS	AMOUNT	
24/10/2019	CVHC	500036	Fireworks grant	£266.67	

APPENDIX B

BANK RECONCILIATION				
AS @ 15 OCTOBER 2019				
RECEIPTS & PAYMENTS				
Balance brought forward as at 01/04/2019		£14,004.86		
Add Total Receipts		13,420.00		
Less Total Payments		(10,108.88)		
TOTAL		£17,315.98	◀	
BANK				
Lloyds Treasurers A/C (15/10/2019)		19,076.24		
Less unrepresented cheques				
761	51.00			
519	£240.00			
521	143.66			
521	100			
522	£72.00			
523	£1,100.00			
524	£53.60			
	1,760.26	-1,760.26		
Plus unrepresented deposits				
		0		
TOTAL		17,315.98	◀	

TALLY

APPENDIX C

NOTABLE CORRESPONDENCE TO 4 NOVEMBER 2019			
Date	From	Subject	Action (Forwarded to all Clrs unless otherwise stated.)
07/10/2019	AIRS	AirS Village Halls & Community Buildings Advisory Service - Social Media Training for Village Halls & Community Buildings	
10/10/2019	SDNPA	South Downs October newsletter	
18/10/2019	VAAC	VAAC weekly updates	
18/10/2019	SDNPA	South Downs Trust Lottery - Town and Parish Council support	
18/10/2019	CDC	PCSO Allocation and Deployment Briefing for Partners	
18/10/2019	WSCC	Public consultation: Proposed budget savings within the Library Service	
24/10/2019	VAAC	Voluntary and Community Sector Forum - Chichester	
24/10/2019	VAAC	VAAC weekly updates	
24/10/2019	S/Police	Key stakeholder message re PCSO Deployment for Arun and Chichester for Parish and Town Councils	
24/10/2019	WSCC	Consultation on proposed changes to concessionary rail travel for older people	
28/11/2019	CDC	News from Chichester in Partnership	
28/11/2019	SDNPA	South Downs Partnership Management Plan Review - Documents for statutory notification	
28/11/2019	SDNPA	Your Town and Parish Council News for November	
28/11/2019	WSCC	Winter Service Network Update	