

**COCKING PARISH COUNCIL**  
**MINUTES OF VIRTUAL MEETING**  
**4 JANUARY 2021, 6.30PM**

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

**IN ATTENDANCE:** G Burt, Clerk to the Council

The Vice Chairman Cllr Imlach chaired the meeting until Minute 5, when the Chairman joined the meeting.

The Chairman confirmed the meeting was being broadcast via *Facebook Live*.

**1. Apologies**

None

(Cllr Mrs Jean Jackson submitted retrospective apologies due to work commitments.)

**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.

Cllr D Summerfield declared an interest as a Member of the Village Hall Management Committee.

**3. Questions from Visitors**

There had been no requests to join the meeting to ask a question, and no questions had been submitted to be read out.

**4. To receive reports from County & District Cllrs.**

Dis Cllr Gordon Gordon Macara had sent a written report in advance, circulated to all Councillors.

As no report had been received from Cty Cllr David Bradford for some time, the Clerk would enquire if he was well.

**5. To consider any applications for cooption, previously circulated.**

One application had been received, but as the applicant wasn't able to join the meeting, consideration was deferred.

## 6. Minutes

The minutes of the meeting of the 7 December 2020, previously circulated were agreed as a correct record and would be signed by the Chairman in due course.

## 7. Matters Arising from the Minutes

There were no updates on the Bell Lane TRO or combined.newsletter.

## 8. Planning

Comments on planning applications were **RESOLVED** as set out below.

<b>Ref. No</b>	<b>Address</b>	<b>Details</b>	<b>Comment</b>
SDNP/20/04872 /TCA	Long Cottage Crypt Lane Cocking GU29 0HP	Notification of intention to pollard to 4m (height from ground level) on 1no. Weeping willow tree.	NO OBJECTION
SDNP/20/04578 /HOUS	Clunch Cottage Cocking Hill Cocking Midhurst West Sussex GU29 0HR	Removal of kitchen chimney, internal alterations and general maintenance. Partial replacement of roof coverings (clay tile) and vertical tile hanging.	NO OBJECTION
SDNP/20/055 10/HOUS	South Downs Cottage A286 The Croft To Bex Lane Cocking Causeway Cocking GU29 0HD	Conversion of existing garage into new office and replace existing timber gate with new aluminium gate.	NO OBJECTION

## 9. Highways

### a. Footpaths and Footways

Nothing to report.

### b. Cycleways

Nothing to report.

## 10. Parish Matters

### a. Playground

Nothing to report. Cllr Imlach commented that it was difficult to get contractors to quote / express interest.

### b. Village Hall

Nothing to report.

### c. Broadband

Nothing to report.

**d. Defibrillator**

The Clerk was now looking at an alternative supplier

**e. Other Parish Matters**

The Bus Shelter opposite The Croft was now under water again! Cllr R Marks would ask a contractor he knew for an opinion.

**11. Finance**

- a. Payments since last meeting were **RESOLVED** and any receipts NOTED – Appendix **A**.
- b. Bank Reconciliation to 11 December 2020 was NOTED – Appendix **B** and the corresponding bank statement was subsequently initialled by Cllr Miss Russell.
- c. To resolve the Budget for 2021-22  
A Draft Budget for 2021-22 was further considered. **RESOLVED** a revenue budget of £16,684.21 (net of VAT) for the year 2021-22, Appendix **C**.
- d. To resolve the Precept for 2021-22  
**RESOLVED** that a precept of £13,567 be levied upon Chichester District Council for the year 2021-22. (This was the same as 20-21, although due to a slight decrease in the Tax Base for the parish, this would mean a slight increase in the amount paid by a Band D Council Taxpayer.)

**12. Any Other Matters for Information**

None.

**13. Date of Next Meeting**

**Monday 1 February 2021 6.30pm**

*The meeting closed at 7.57pm*

Chairman:

Date:

**APPENDIX A**

<b>INCOME &amp; EXPENDITURE SINCE LAST MEETING TO 31 DECEMBER 2020</b>						
<b>DATE</b>	<b>PAYEE</b>	<b>CHEQUE NO</b>	<b>DESCRIPTION</b>	<b>GROSS</b>	<b>VAT</b>	<b>NET</b>
31/12/2020	Littlefield Lawncare	894	Play Area mowing 2020 season	£1,000.00		£1,000.00
31/12/2020	David Imlach	895	Poppy wreath donation (replacement for cheque 889)	£20.00		£20.00
31/12/2020	G Burt	896	Clerk salary - Dec	£219.95		£219.95
31/12/2020	HMRC	897	Clerk Tax - Dec	£55.00		£55.00
				<b>£1,294.95</b>	<b>£0.00</b>	<b>£1,294.95</b>

**APPENDIX B**

<b>BANK RECONCILIATION</b>		
<b>AS @ 11 DECEMBER 2020</b>		
<b>CASHBOOK</b>		
Balance brought forward as at 01/04/2020		£10,990.44
Add Total Receipts		13,667.00
Less Total Payments		(11,157.97)
<b>TOTAL</b>		<b>£13,499.47</b>
<b>BANK</b>		
Lloyds Treasurers A/C (11/12/2020)		17,999.83
<b>Less unrepresented cheques</b>		
853	£450.00	
878	£96.00	
883	£2,717.12	
884	£214.65	
888	£210.64	
890	£144.00	
891	£256.45	
893	£411.50	
		-4,500.36
<b>Plus unrepresented deposits</b>		<b>0</b>
<b>TOTAL</b>		<b>13,499.47</b>

**TALLY**

**APPENDIX C**

<b>COCKING PARISH COUNCIL 2021-22</b>	
	<b>Budget</b>
Balances b/f at 1 April	9,057.44
<b>Receipts</b>	
Precept	13,567.00
Grants received	
VAT refund	1,500.00
Other	
<b>Total Receipts</b>	<b>24,124.44</b>
<b>Payments</b>	
<i>ADMINISTRATION</i>	
Gen Admin/office	400
Website	600
IT	600
Employment costs	3600
Clerks Expenses	500
PC Insurance	1300
Meeting room hire & APM	150
Audit fees	350
Chairman's Allowance	40
Members Travel	
Training	250
Newsletter	500
Elections	
<i>VILLAGE HALL</i>	
Insurance	0
Other	700
Ground Rent	287.32
Car Park imp.	500
<i>SPORTS FIELD</i>	
Ground Rent	200
Grass cutting	1436.89
Other	
<i>WAR MEMORIAL</i>	
Maintenance	50
Hist Column	20
<i>EVENTS</i>	
Fireworks	650
<i>SUBSCRIPTIONS</i>	
<i>AIRS</i>	
SSALC	145
<i>GRANTS</i>	400
<i>PLAY AREA</i>	
Maintenance	1000
Grass Cutting	1100
Inspections	125
Litter bin emptying	130
<i>HIGHWAYS</i>	
Bus Shelters/Noticeboards/benc	300
Footpath maint.	1000
Traffic Calming	
Other grass -cutting	350
VAT	1500
<b>Total payments</b>	<b>18,184.21</b>
Transfer to following year	<b>5,940.23</b>