

**COCKING PARISH COUNCIL**  
**MINUTES OF MEETING**  
**10 JANUARY 2022, 6.30PM**

**PRESENT:** Cllrs Miss F Russell (Chair), Andrew Cornwell, Mrs J Elliott-Renney, D Imlach, Mrs J Jackson, R Marks and D Summerfield.

**IN ATTENDANCE:** G Burt, Clerk to the Council  
Dis Cllr Gordon Macara  
Cty Cllr Tom Richardson  
3 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. Cllr D Summerfield declared an interest as a Member of the Village Hall Management Committee.

**3. Questions from Visitors**

A resident had concerns about the proposal to construct a footpath from The Croft to the Recreation Field, as it would be very close to his property and the existing unofficial footpath already caused problems. The Chairman reassured him that the Council was at this time only looking at the project and if it looked possible, residents would be fully consulted.

Cat Beaumont reported she had five residents interested to date in a relaunched Community Speedwatch; every signed-up member would have to undergo the necessary training. A discussion ensued on why volunteers had to stand in a certain place.

A resident remarked that most people were unaware of imminent changes to the Highway Code.

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

Dis Cllr Gordon Gordon Macara had sent a written report in advance, copied to all Cllrs. He reminded Members of the idea to have a joint site visit of affected parishes to Pendean Quarry.

Cty Cllr Tom Richardson reported that he was helping review various WSCC highway policies, including speed limits (incl. o/s schools), highway drainage, white lining, gully emptying and *Quiet Lanes*. The Task and Finish Group should be reporting back the autumn.

## 5. Minutes

The minutes of the meeting of the 6 December 2021, previously circulated were agreed as a correct record and signed by the Chairman.

## 6. Matters Arising from the Minutes

None

## 7. Planning

There were no applications to consider.

The Chairman reported that she had heard that an application for 210 Cocking was now live; the Clerk had not been notified and would look into this.

## 8. Highways Updates

- a. Footpaths & Footways – Quotes were still being sought for a possible footpath from The Croft to the Recreation Field. Permission was still awaited from the Cowdray Estate.
- b. Cycleways – Nothing to report.
- c. Traffic Calming – The Area Highway Steward had sent the Clerk details of how to take forward a bid to install an addition SID or VAS in the area. The Clerk would seek to get him to attend a site meeting to agree the best place.
- d. Other – A resident had complained about the clutter of poles at the junction of the A286 and Crypt Lane; the Clerk would ask WSCC to rationalise these if possible. She had also offered to try to take forward a possible gateway feature at the southern end of the village.
- e. The Clerk was happy to report a possibly-abandoned car if he was sent details or a photo.

## 9. Updates on Parish Matters

- a. Playground – Members discussed where the adult gym equipment could be located if it went alongside the playground. It was suggested that if the Petanque pitch relocated to the Sports Field, then it could go there. Nothing had been agreed and all ideas were still on the table.
- b. Village Hall – Nothing to report
- c. Newsletter – Nothing to report.
- d. Christmas Tree – One replacement set of Christmas Lights had been purchased to replace those vandalised. Members had been pleased to see the damaged tree relit. The Chairman had written to Cowdray thanking them for the tree.
- e. Greening Cocking – Nothing to report.
- f. Sagging benches – wood had been kindly donated.
- g. Crypt Lane tree - still awaiting Cowdray to remove fallen branches - to be chased.
- h. The Croft bus stop floor – still under consideration.

## 10. Finance

- a. Payments since last meeting were **RESOLVED** and any receipts NOTED – Appendix **A**.
- b. Bank Reconciliation to 15 December 2021 was **RESOLVED** – Appendix **B** and the corresponding bank statement was subsequently initialled by the Chairman.

- c. To resolve the Budget for 2022-23

A Draft Budget for 2022-23 was further considered. **RESOLVED** a revenue budget of £19,954.59 (net of VAT) for the year 2022-23, Appendix C.

- d. To resolve the Precept for 2022-23

**RESOLVED** that a precept of £13,567 be levied upon Chichester District Council for the year 2022-23. (This was the same as 21-22, 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.)

**11. To consider ideas to celebrate the Platinum Jubilee of HM The Queen in 2022.**

**RESOLVED** that the Council

- i. Endeavour to take forward the installation of a new noticeboard on The Croft green, with a suitable header marking HM The Queen's Platinum Jubilee. A quote from a local supplier had been received for £1,043.57 to include installation. Grants of £250 from CDC were available and the Parish would include the balance in its 2022-23 budget. The Clerk would seek permission from Hyde-Martlet, the believed landowner.
- ii. Would include a further £750 in the budget to support Jubilee events.

**12. Standing Orders**

**RESOLVED** that the Model Standing Orders, as amended, be adopted according.

**13. Any Other Matters for Information**

Cllr Marks kindly offered to attend a training session on how Sussex Police could use more smartly to detect and solve crime.

**14. Date of Next Meeting**

**Monday 7 February 2022 6.30pm**

*The meeting closed at 7.30pm*

Chairman:

Date:

**APPENDIX A**

<b>INCOME &amp; EXPENDITURE SINCE LAST MEETING TO 10 JANUARY 2022</b>				
<b>EXPENDITURE</b>				
10/01/2021	Cocking Village Hall	952	Hall hire: July - Dec 2021	£75.00
10/01/2021	G Burt	953	Clerk salary - December	£219.95
10/01/2021	HMRC	954	Clerk Tax - December	£55.00

**APPENDIX B**

<b>BANK RECONCILIATION</b>				
<b>AS @ 15 DECEMBER 2021</b>				
<b>CASHBOOK</b>				
Balance brought forward as at 01/04/2021		£8,961.58		
Add Total Receipts		15,433.67		
Less Total Payments		(11,493.99)		
<b>TOTAL</b>		<b>£12,901.26</b>	◀	
<b>BANK</b>				
Lloyds Treasurers A/C (15/12/2021)		14,456.98		
<b>Less unpresented cheques</b>				
943	£205.75			
944	£1,100.00			
945	£20.00			
948	£30.00			
950	£55.00			
951	£144.97			
		-1,555.72		
<b>Plus unpresented deposits</b>				
		0		
<b>TOTAL</b>		<b>12,901.26</b>	◀	

**TALLY**

**APPENDIX C**

<b>COCKING PARISH COUNCIL 2021-22</b>				
	<b>Budget</b>	<b>Actual as @ 01/11/2021</b>	<b>Forecast at year end.</b>	<b>DRAFT 2022-23</b>
Balances b/f at 1 April	9,057.44	9,057.44	9,057.44	9,760.26
<b>Receipts</b>				
Precept	13,567.00	13,567.00	13,567.00	13,567.00
Grants received		1,600.00	2,000.00	2,000.00
VAT refund	1,500.00		1,500.00	1,500.00
Other				
<b>Total Receipts</b>	<b>24,124.44</b>	<b>24,224.44</b>	<b>26,124.44</b>	<b>26,827.26</b>
<b>Payments</b>				
<b>ADMINISTRATION</b>				
Gen Admin/office	400.00	84.08	200.00	400.00
Website	600.00	418.68	600.00	600.00
IT	600.00	443.74	500.00	600.00
Employment costs	3,600.00	1,924.65	3,300.00	3,600.00
Clerks Expenses	500.00	243.00	300.00	500.00
PC Insurance	1,300.00	1,268.75	1,268.75	1,300.00
Meeting room hire & APM	150.00		150.00	150.00
Audit fees	350.00	350.00	350.00	350.00
Chairman's Allowance	40.00	20.00	40.00	40.00
Members Travel				
Training	250.00	35.00	100.00	100.00
Newsletter	500.00	212.73	500.00	430.00
Elections				
<b>VILLAGE HALL</b>				
Other	700.00		500.00	700.00
Ground Rent	287.32	143.66	287.32	287.32
Car Park imp / maint.	500.00	547.00	547.00	500.00
<b>SPORTS FIELD</b>				
Ground Rent	200.00	100.00		200.00
Grass cutting	1,436.89	1,440.25	1,440.25	1,500.00
Other				
<b>WAR MEMORIAL</b>				
Maintenance	50.00		50.00	50.00
Hist Column	20.00		20.00	20.00
<b>EVENTS</b>				
Fireworks	650.00	916.67	916.67	820.00
Platinum Jubilee Celebrations				750.00
<b>SUBSCRIPTIONS</b>				
<b>AIRS</b>				
SSALC	145.00	139.19	139.19	152.27
GRANTS	400.00	200.00	400.00	400.00
<b>PLAY AREA</b>				
Maintenance	1,000.00	781.98	1,000.00	1,000.00
Grass Cutting	1,100.00	1,100.00	1,100.00	1,100.00
Inspections	125.00		125.00	125.00
Litter bin emptying	130.00		130.00	130.00
<b>HIGHWAYS</b>				
Bus Shelters/Noticeboards/ben	300.00		300.00	300.00
Footpath maint.	1,000.00		500.00	1,000.00
New noticeboard @ The Croft				1,000.00
Other grass -cutting	350.00		100.00	350.00
VAT	1,500.00	613.88	1,500.00	1,500.00
<b>Total payments</b>	<b>18,184.21</b>	<b>10,983.26</b>	<b>16,364.18</b>	<b>19,954.59</b>
Transfer to following year	<b>5,940.23</b>		<b>9,760.26</b>	<b>6,872.67</b>