

COCKING PARISH COUNCIL
MINUTES OF MEETING
TUESDAY 9 JANUARY 2024, 6.30PM

PRESENT: Cllrs Miss F Russell (Chair), T Carter, A Cornwell, D Imlach and W Renney.

IN ATTENDANCE:

G Burt, Clerk to the Council

Dis Cllr J Brown-Fuller

2 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 Wayne Renney declared a personal interest in Minute 7, living opposite the development site.

3. Questions from Visitors

None

4. To receive reports from County & District Cllrs.

Although Dis Cllr J Brown-Fuller had previously circulated a written report, at the meeting she highlighted that CDC was encouraging tree planting with a new grant scheme. She also reminded residents that WSCC had decided to make the HWRC at Midhurst by appointment only from 12 February.

5. Minutes

The minutes of the meeting of the 4 December 2023, previously circulated were agreed as a correct record and signed by the Chairman.

6. Clerk's Report

The Clerk reported that Tangmere Military Aviation Museum would give a presentation to the Annual Parish Meeting of Electors on Tuesday 16 April 7pm.

7. Planning

Comments on applications were **RESOLVED** as follows.

Ref. No	Address	Details	Comment
SDNP/23/05091/LIS	3 The Old School House Mill Lane Cocking GU29 0HH	Replacement of 2 no. modern roof lights, flat roof covering and glazed lantern above landing area, 2 no. wood burning stoves and flues, installation of secondary glazing to 3 no. windows and 3 no. internal shutters on ground floor and the erection of a shed in rear garden.	NO OBJECTION
SDNP/23/05090/HO US	3 The Old School House Mill Lane Cocking GU29 0HH	Retrospective permission for the replacement of 2 no. modern roof lights, flat roof covering and glazed lantern above landing area, 2 no. wood burning stoves and flues, installation of secondary glazing to 3 no. windows and 3 no. internal shutters on ground floor and the erection of a shed in rear garden.	NO OBJECTION

8. Highways Updates

- a. Footpaths & Footways – the Clerk would report vegetation overhanging footways.
- b. Cycleways – Nothing new to report.
- c. Traffic Calming – Community Speedwatch – Cllr T Carter reported that the only approved site at present was to record southbound traffic. A recent 3-hour session had recorded 860 vehicles, but only 1 doing a top speed of 37mph. They currently had 8 volunteers; 1 was leaving but another hoped to join.
- d. Signage – Cllr A Cornwell had straightened a sign on the village gateway.

9. Updates on Parish Matters

- a. Playground – Cllr Imlach was continuing to chase Cowdray ref. trees at the site.
- b. Village Hall – Improvements to the audio facilities had been undertaken. The Chairman of the Village Hall Committee, Peter Craig presented Cllr D Imlach with an engraved tankard, in gratitude for his 13 years as Vice Chairman of the VHC, having recently stood down.
- c. New noticeboard – Gravel had been laid to the structure as an interim measure.
- d. Post Office – it was reported that the current operators were leaving the village and it was hoped new operators would be found.

10. Finance

- a. Payments since last meeting were **RESOLVED** and any receipts NOTED – Appendix **A**.
- b. Bank Reconciliation to 15 December 2023 was **RESOLVED** – Appendix **B** and the corresponding bank statement was subsequently initialled by the Cllr A Cornwall.
- c. To resolve the Budget for 2024-25

A Draft Budget for 2024-25 was further considered. The Council Tax Base had reduced slightly meaning an increase was required to give the same overall sum as in 23-24. Members were also concerned that with inflation still at approximately 5%, a nil increase would result in reserves quickly depleting once again. **RESOLVED** a revenue budget of £21,083.18 (net of VAT) for the year 2024-25, Appendix C.

- d. To resolve the Precept for 2024-25
RESOLVED that a precept of £18,392 be levied upon Chichester District Council for the year 2024-25.

[Note: This equated to a:

A rise in the total precept of £844 or 5%.

A rise in the Council Tax for a Band D property of 5% or from £80.64 to £84.68.]

11. Date of Next Meeting

Monday 5 February 2024 6.30pm

The meeting closed at 7.10pm

Chairman:

Date:

APPENDIX A

INCOME & EXPENDITURE SINCE LAST MEETING TO 9 JAN 2024						
EXPENDITURE						
			Details	GROSS	VAT	NET
08/01/2024	David Imlach	1066	Recreation Field Grass cutting - Oct	£260.00		£260.00
			Play Area mowing	£260.00		£260.00
			Various footway mowing etc.	£85.00		£85.00
			Xmas cards	£9.50	£1.58	£7.92
			Key rings	£1.50	£0.25	£1.25
08/01/2024	G Burt	1067	Clerk salary - Dec	£241.85		£241.85
08/01/2024	HMRC	1068	Clerk Tax - Dec	£60.40		£60.40
				£918.25	£1.83	£916.42

APPENDIX B

COCKING PARISH COUNCIL		
BANK RECONCILIATION		
CASHBOOK		
Balance brought forward as at 01/04/2023		£9,677.73
Add Total Receipts		18,478.00
Less Total Payments		(15,183.72)
TOTAL		£12,972.01
BANK		
Lloyds Treasurers A/C (15/12/2023)		12,972.01
Less unrepresented cheques		
Plus unrepresented deposits		-
TOTAL		12,972.01

TALLY

APPENDIX C

COCKING PARISH COUNCIL 2023-24				
	Budget	Actuals @ 04/12/2023	EOY Forecast	2024-25
Balances b/f at 1 April	9,677.73	9,677.73	9,677.73	10,171.23
Receipts				
Precept	17,548.00	17,548.00	17,548.00	18,392.00
Grant - fireworks	1,000.00	930.00	930.00	930.00
Grant - noticeboard			250.00	-
VH Broadband Reimb.			600.00	650.00
VAT refund			1,000.00	
Total Receipts	28,225.73	28,155.73	30,005.73	30,143.23
Payments				
ADMINISTRATION				
Gen Admin/office	450.00	154.49	200.00	350.00
Website	450.00	458.47	458.47	500.00
IT	350.00	418.90	500.00	500.00
Employment costs	3,627.00	2,720.25	3,627.00	3,800.00
Clerk's Travel & Office	450.00	378.00	378.00	400.00
PC Insurance	1,551.12	1,647.60	1,647.60	1,700.00
Meeting/APM room hire	165.00	165.00	165.00	170.00
Audit fees	360.00	360.00	360.00	380.00
Chairman's Allowance	40.00	43.93	50.00	50.00
Training	150.00	205.00	250.00	150.00
Newsletter	300.00	135.00	180.00	200.00
Elections	2,500.00	213.50	213.50	
WSALC Subscription	152.97	152.97	152.97	152.34
GRANTS				
Churchyard	500.00		500.00	500.00
Other	400.00	200.00	300.00	400.00
VILLAGE HALL				
Ground Rent	325.84	143.66	325.84	325.84
Broadband etc	-	455.20	600.00	650.00
Other	750.00	138.72	200.00	500.00
O/S Painting	-			3,500.00
SPORTS FIELD				
Ground Rent	200.00	100.00	200.00	200.00
Grass cutting	2,000.00	1,937.50	2,100.00	2,300.00
Fireworks	820.00	1,750.00	1,750.00	820.00
PLAY AREA				
Maintenance	1,000.00	137.07	500.00	1,000.00
Grass Cutting	1,200.00	1,457.50	1,500.00	1,500.00
Inspections	125.00		125.00	125.00
Litter bin emptying	130.00	81.12	81.12	90.00
PUBLIC REALM				
Bus Shelters/n/boards/benche	300.00	11.51	300.00	300.00
Footpath maint.	500.00	95.50	500.00	250.00
New n/board @ The Croft	-	1,543.59	1,600.00	-
SID	1,481.00		-	
Other grass-cutting	350.00		-	100.00
War Memorial Maintenance	50.00		50.00	50.00
Hist Column gd. rent	20.00		20.00	20.00
Defibrillator maint.				100.00
VAT		997.49	1,000.00	
Total payments	20,697.93	16,101.97	19,834.50	21,083.18
Transfer to following year	7,527.80		10,171.23	9,060.05