

**COCKING PARISH COUNCIL**

**MINUTES OF THE MEETING OF THE COUNCIL**

**2 OCTOBER 2017 AT 6.30PM**

**AT THE VILLAGE HALL, BELL LANE, COCKING**

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

**IN ATTENDANCE:** G Burt, Clerk to the Council  
Dis Cllr Mrs C Neville  
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 Miss Russell declared an interest as a member of the Village Hall Management Committee.

**3. Questions from Visitors**

Mr W Renny reported that BT had draped a cable above his chimney pot which could lead to future maintenance problems for his roof. He had contacted WSCC as they had commissioned the Broadband roll-out and also BT as the installer, who told him that any changes would hold up the roll-out for everyone! Could the Council offer any assistance? Cllr R Marks said that many villagers had been equally frustrated by BT. He was encouraged to maintain his current train of complaint and contact the Clerk should he require any further information or assistance.

**4. WSCC Report**

None

**5. CDC Report**

District Cllr Mrs C Neville reported that CDC had resolved to not support any of the Highways Agency's options for the A27 at Chichester, instead preferring to work up their own community-led solution. She would be grateful for any suggestions from Councillors as to uses that S106 funds emanating from not providing social housing at the former King Edward the VII Hospital site at Midhurst, could be put. SD matters continued to be a monthly CDC Agenda item. CDC was keen to promote a *shop local* campaign (Parish Councillors had their own views on shops in Midhurst!) CDC was keen to reduce pollution in the centre of Midhurst. There was a bicycle repair facility somewhere!

**6. Minutes**

The minutes of the meeting of the 4 September 2017, previously circulated were agreed as a correct record and signed by the Chairman.

**7. Matters Arising from the Minutes**

The Chairman reported that he was remiss in not reporting at the last meeting, the death of former Councillor and Chairman, Mr Aubrey Marks. His contribution to village life had been immense; condolences had been conveyed to the family.

**8. Vacancy**

No applications for co-option had been received to date.

**9. Planning**

- a. Members considered applications received since the last meeting and **RESOLVED** those set out in Appendix A accordingly.
- b. The SDNPA were undertaking a pre-submission consultation in its Local Plan. Given that the closing date for comments wasn't until after the next meeting, Cllr P Craig kindly agreed to look at the document in more detail and report back any items upon which comment should be made.

**10. Parish Matters**

**a. Playground**

Wicksteed had been asked to quote for some replacement parts. A start date for the gate repair was still awaited. It was suggested builders' sand could be used to fill the gap between the wet-pour and the shuttering, a perennial problem highlighted by the ROSPA Inspector.

**b. Newsletter**

A draft of the Autumn edition would be available at the next meeting. The Clerk would pen some words about the website.

**c. Events**

Preparations for the Fireworks event were in hand.

**d. Village Hall**

The extension was nearly complete. The VHMC would purchase a salt bin.

**e. Highways**

The Police had confirmed that no additional sites along the main road met their criteria to enable Community Speedwatching to take place.

**f. SDW Facilities**

Nothing new to report.

**g. Footpaths**

Cllr P Craig had attended a recent Pathwatch meeting, whose remit is the abuse of ROW by certain vehicles e.g. 4x4s etc. Whilst the Police had originally given much support, due to success and the reduction in Police availability, support had waned. However they were now keen to reinvigorate the initiative. They were currently training more officers on the issue who would become *active* from 6 November. Whilst an immediate response was not always possible, please take photos of offending vehicles and report them; this way Police resources can be targeted accordingly.

**h. Cycleways**

A meeting of MAC meeting was due to take place shortly.

**i. Website**

The Clerk had met with Nick Birch with a view to the Council taking ownership of the site. Details had been circulated to all Councillors setting out costs. **RESOLVED** to accept the proposal as suggested.

**j. Village Welfare / Winter Management Plan**

Nothing new to report.

**k. Neighbourhood Watch**

Nothing new to report.

**l. The Croft**

Hyde were still not responding to e-mails; the Clerk would forward to District Cllr Mrs Neville for assistance. A resident had written to the Council asking for the removal of a gate at The Croft which he said the Council had installed and which he believed had assisted in a recent spate of burglaries. Councillors commented that they did not erect the gate and it could not be removed and blocked as it was a ROW; Clerk to respond accordingly.

**11. Finance**

**a. Payments** from 5 September – 2 October 2017, as set out in Appendix B, were **RESOLVED** and any receipts noted.

**b.** A Bank Reconciliation to the 11 September 2017 was agreed, Appendix C. Cllr Miss F Russell initialled the corresponding entry on statement number 42

**c.** The External Audit report for 16-17 had been received. Members were pleased to see that no issues had been raised.

**12. Correspondence**

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

**13. Any Other Matters for Information**

None

**14. Date of Next Meeting**

**Monday 6 November 2017 6.30pm**

*The meeting closed at 7.32pm*

Chairman:

Date:

**APPENDIX A**

|                        |                                   |   |                 |
|------------------------|-----------------------------------|---|-----------------|
| SDNP/17/04244/HO<br>US | 2 High Meadow Cocking<br>GU29 0EZ | Proposal:<br>Conversion of<br>garage to habitable<br>accommodation<br>with internal<br>alterations. | NO<br>OBJECTION |
|------------------------|-----------------------------------|---|-----------------|

**APPENDIX B**

| <b>FINANCIAL REPORT 2 OCTOBER 2017</b>         |                      |                  |                                |                  |               |                |
|--|----------------------|------------------|--------------------------------|------------------|---------------|----------------|
| <b>PAYMENTS: 5 SEPTEMBER - 2 OCTOBER 2017</b>  |                      |                  |                                |                  |               |                |
|  | <b>PAYEE</b>         | <b>CHEQUE NO</b> | <b>DESCRIPTION</b>             | <b>GROSS</b>     | <b>VAT</b>    | <b>NET</b>     |
| 02/10/2017                                     | PKF Littlejohn LLP   | 725              | 16-17 Ext Audit                | £120.00          | £20.00        | £100.00        |
| 02/10/2017                                     | Cowdray Estate       | 726              | Ground Rent- Village Hall -    | £143.66          |               | £143.66        |
| 02/10/2017                                     | Cowdray Estate       | 726              | Ground Rent- Rec Field -       | £100.00          |               | £100.00        |
| 02/10/2017                                     | G Burt               | 727              | Clerk's Net salary for Sept    | £197.38          |               | £197.38        |
| 02/10/2017                                     | G Burt               | 727              | Mileage                        | £29.97           |               | £29.97         |
| 02/10/2017                                     | G Burt               | 727              | Working from home allowance    | £216.00          |               | £216.00        |
| 02/10/2017                                     | HMRC                 | 728              | Clerk's Tax - August           | £49.40           |               | £49.40         |
| 02/10/2017                                     | Chi Payroll Services | SO               | Payroll Admin - Sept           | £10.00           |               | £10.00         |
| 02/10/2017                                     | SSALC                | 729              | Training: GDPR                 | £28.80           | £4.80         | £24.00         |
| 02/10/2017                                     | D Imlach             | 730              | Layout/printing of Winter Plan | £77.75           |               | £77.75         |
| 02/10/2017                                     | D Imlach             | 730              | Strimming of footpath by local | £30.00           |               | £30.00         |
|  |                      |                  |                                | <b>£1,002.96</b> | <b>£24.80</b> | <b>£978.16</b> |
| <b>RECEIPTS : 5 SEPTEMBER - 2 OCTOBER 2017</b> |                      |                  |                                |                  |               |                |
| 08/09/2017                                     | CDC                  | BAC              | Precept Part II                | £6,500.00        |               |                |

| <b>BANK RECONCILIATION</b>                    |        |                   |   |  |
|---|--------|-------------------|---|--|
| <b>AS AT 11 SEPTEMBER 2017</b>                |        |                   |   |  |
| <b>PRESENTED TO COUNCIL ON 2 OCTOBER 2017</b> |        |                   |   |  |
|   |        |                   |   |  |
| <b>RECEIPTS &amp; PAYMENTS</b>                |        |                   |   |  |
| Balance brought forward as at 31/03/2017      |        | £14,106.23        |   |  |
| Add Total Receipts                            |        | 17,215.00         |   |  |
| Less Total Payments                           |        | (13,591.37)       |   |  |
| <b>TOTAL</b>                                  |        | <b>£17,729.86</b> | ◀ |  |
| <b>BANK</b>                                   |        |                   |   |  |
| Lloyds Treasurers A/C (11/09/2017)            |        | 17,828.66         |   |  |
| <b>Less unpresented cheques</b>               |        |                   |   |  |
| 724   | £49.40 |                   |   |  |
| 724   | £49.40 |                   |   |  |
|   |        | -98.8             |   |  |
| <b>Plus uncleared deposits</b>                |        | £0.00             |   |  |
| <b>TOTAL</b>                                  |        | <b>17,729.86</b>  | ◀ |  |

**TALLY**

**APPENDIX D**

| NOTABLE CORRESPONDENCE TO 1 OCTOBER 2017 |       |   |   |
|--|-------|---|---|
| Date                                     | From  | Subject   | Action: Copied to all Cllrs unless otherwise stated |
| 04/09/2017                               | SSALC | SSALC Training Programme 2018   |   |
| 10/09/2017                               | CDC   | Council to crack down on litter and fly tipping                                     |   |
| 12/09/2017                               | CDC   | Residents urged to find out more about recycling during Recycle Week this September |   |
| 16/09/2017                               | SSALC | SSALC Newsletter - September Edition  |   |
| 19/09/2017                               | CDC   | Upcoming Police and Crime Panel Mtg   |   |
| 27/09/2017                               | CDC   | All Parishes Meeting 20 September 2017  |   |
| 27/09/2017                               | NALC  | Chief Executive's Bulletin 33 - 22 September 2017                                   |   |
| 27/09/2017                               | SSALC | Meeting with Sussex Police Chief Constable  |   |
| 27/09/2017                               | SDNPA | Sussex Pathwatch - meeting notes and date of next meeting                           |   |
| 29/07/2017                               | CDC   | Chichester In Partnership E bulletin - September 2017                               |   |