



You are hereby summoned to attend the Parish Council Meeting which will be held via Microsoft Teams video conference on Monday 15th March 2021 commencing at 7.30 p.m., when the following business will be considered and transacted:

Kirdford Parish Council, PO Box 437, Billingshurst RH14 4DE

clerk@kirdford-pc.gov.uk 07943 892877

AGENDA

- 1. Apologies for Absence:** To receive both apologies and reason for absence.
- 2. Disclosures of Interest:** To receive disclosures of prejudicial interest from Councillors on matters considered at the meeting.
- 3. Public Participation:** To receive and note questions, comments or representations made by members of the public.

[PCSO Neil Billingham](#)

- 4. Approval of Meeting Minutes:** To resolve that the minutes from the Parish Council Meeting held on [15th March 2021](#) be signed as a correct record.
- 5. Reports from District and County Councillors:** To receive reports.

Janet Duncton
Gareth Evans

- 6. Correspondence:** To consider recent correspondence received.

[Letter from Andrew Griffith MP re SDNP](#) **[Letter to Trevor Beattie from Andrew Griffith](#)**

- 7. Chairperson's announcements:** The Chairperson to make announcements.
- 8. Census**
- 9. Covid19:**
- 10. Finance:**
 - a) Bank reconciliation – (Appendix A)
 - b) Monthly financial report - (Appendix B)
 - c) Payments for approval – (Appendix C)

11. Planning:

Kirdford

KD/21/00287/TCA - Case Officer: Alicia Snook

Emery

Bridgefoot Cottage Glasshouse Lane Kirdford RH14 OLP

Notification of intention to crown reduce by 1m on 1 no. Liriodendron tree (T6), reduce height by 3m and pollard to 6m on 1 no. Willow tree (T1), reduce height by 4m and pollard to previous pruning points to 5m on 1 no. Willow tree (T2), crown reduce by approx. 1.5m and crown thin by 10% on 1 no. Bramley apple (T3), reduce height by 2m on 1 no. Pear tree (T5) and reduce crown by 1m on 1 no. Greengage tree (T4).

O.S. Grid Ref. 501618/126242

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QNUM2DERLIS00>

KD/21/00532/DOM - Case Officer: Vicki Baker

Mr Russell

Oakfield House Village Road Kirdford RH14 ONU

Conversion of Outbuilding to Annexe.

O.S. Grid Ref. 501562/126966

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QOTI9LERMB600>

SDNP/20/05870/HOUS

Sam Cookman

Proposal of 3 no. roof dormers and 2 no. roof lights to existing outhouse/annex building.

Scrub House Farm Cottage, Crimbourne Lane, Kirdford, RH14 OHX

Grid Ref: 502886 123214

<https://planningpublicaccess.southdowns.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

KD/21/00427/FUL - Minor Dev - All Others

Map Ref: (E) 501464 / (N) 126984

Proposal: Erection of 1 no. timber workshop building on existing light industrial /commercial land.

Address: The Workshop , Village Road, Kirdford, RH14 ONW

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?previousCaseType=Property&keyVal=PN9Z49ER0ZM00&previousCaseNumber=0001JKERBU000&previousCaseUpnr=010002468012&activeTab=summary&previousKeyVal=0001KAERLI000>

KD/21/00439/DOM - Other Dev - Householder Developments

Map Ref: (E) 503335 / (N) 125003

Proposal: Erection of new tack room, tractor store and garage following demolition of existing stables and tack room. Variation of condition 2 of planning permission KD/19/02921/DOM to amend the "Decided Plans" to read 887.01.

Address: Idehurst Barn , A272 Linfold Road To Idehurst Nursery, Strood Green, Kirdford, RH14 0HJ

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?keyVal=QOGJKZERM0A00&activeTab=summary>

21/00466/OUT Lge Scale Maj Dev – Dwellings Land West Of Cornwood Townfield Kirdford West Sussex

Outline Application (with all matter reserved except Access) for the development of up to 70 new homes, of which 30% would be affordable, new community sporting facility, new vehicular access and associated parking and landscaping.

<https://publicaccess.chichester.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

Decisions

Case No:	SDNP/20/02179/HOUS		
Type:	Householder		
Date Valid:	29 June 2020		
Decision:	Approved	Decision Date:	3 March 2021
Case Officer:	Beverley Stubbington		
Method:	LA Delegated Decision		

Applicant: Mr H Hourihan

Proposal: Proposed tennis court and pavilion.

Location: Stroods , A272 Croucham Lane To Linfold Road, Strood Green, Kirdford, RH14 0HL

Grid Ref: 502450 124567

This application may require to be recorded on the Local Land Charges Register

This application is liable for Community Infrastructure Levy and associated details will require to be recorded on the Local Land Charges Register. If you require any additional information regarding this, please contact CIL@southdowns.gov.uk or tel: 01730 814810.

Enforcement Notices:

None received.

12. Townfield Meadows

(a) Update

(b) Budget

13. Planning Enforcement / TPOs

14. Great Common Pavilion

15. Neighbourhood Plan Update

16. Speeding Signs Update

17. Clearing grips, gutters, culverts & ditches

18. Councillors to report any possible Health and Safety Problems: (All)

19. Public Participation: To receive and note any further representations made by members of the public.

20. Meeting Dates: Kirdford Village Hall has been booked at 7.30 p.m. on the following dates:

19 April 2021

17 May 2021

21 June 2021

19 July 2021

20 September 2021

18 October 2021

15 November 2021

21. Any Matters for Next Meeting: For members to request additional items to be added to next agenda.

22. Confidential Matters: The Council may wish to exclude the public and press at this point.

Casual Vacancy: Councillor Vacancy

PUBLIC AND PRESS WELCOME TO ATTEND

Please email clerk@kirdford-pc.gov.uk for an invite

Appendix A

	April	May	June	July	August	September	October	November	December	January	February	March
Balance per statement	<u>117,346.70</u>	<u>110,430.84</u>	<u>96,426.96</u>	<u>95,382.40</u>	<u>85,447.50</u>	<u>161,439.35</u>	<u>158,536.08</u>	<u>156,447.69</u>	<u>153,667.72</u>	<u>151,469.51</u>	<u>149,310.93</u>	
Business Reserve	<u>31,996.40</u>	<u>32,001.48</u>	<u>32,001.76</u>	<u>32,002.03</u>	<u>32,002.28</u>	<u>32,002.57</u>	<u>32,002.83</u>	<u>32,003.10</u>	<u>32,003.37</u>	<u>32,003.62</u>	<u>32,003.87</u>	
Less os cheques	-985.39	-266.80	-966.58	-2,522.88	-197.28	-197.28	0.00	0.00	0.00	0.00	0.00	0.00
Add os receipts	-	-	-	-	-	-	-	-	-	-	-	-
Available Bank balances	148,357.71	142,165.52	127,462.14	124,861.55	117,252.50	193,244.64	190,538.91	188,450.79	185,671.09	183,473.13	181,314.80	-
Cashbook Control												
Balance bfwd	115,459.46	148,357.71	142,165.52	127,462.14	124,861.55	117,252.50	193,244.64	190,538.91	188,450.79	185,671.09	183,473.13	
Receipts	37,179.07	5.08	0.28	0.27	1.25	78,772.29	0.26	1,230.86	0.27	0.25	0.25	
Payments	-4,280.82	-6,197.27	-14,506.38	-2,600.86	-7,610.30	-2,780.15	-2,705.99	-3,318.98	-2,779.97	-2,198.21	-2,158.58	
Cfwd	148,357.71	142,165.52	127,659.42	124,861.55	117,252.50	193,244.64	190,538.91	188,450.79	185,671.09	183,473.13	181,314.80	-
Prepared By	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	
Dated	04/07/2020	04/07/2020	04/07/2020	15/07/2020	17/09/2020	15/10/2020	15/11/2020	19/12/2020	08/01/2021	11/02/2021		
Authorised By	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	Clr A. Gillett	
Signature												
Council Minute Ref	na	na	347	na	368	388	411	na	na	na	11	

Appendix B

Kirdford Parish Council Actual V Budget

Precept Budget	Actual 31-03-18	Actual 31-03-19	Actual 31-03-2020	Budget 2020-21	Projected YE April 2021	Remaining	
Income							
Precept	70,640.00	73,640.00	73,640.00	73,640.00	74,345.81		
VAT reclaimed	-	6,221.36	10,485.56	-	1,230.59		
Bank interest	8.00	37.74	118.60	-	12.46		
Grants	-	5,250.00	8,925.00	-	-		
Donations	-	-	4,878.00	-	-		
Other	-	2,164.00	1,481.95	-	41,601.00		
Total	70,648.00	87,313.10	99,529.11	73,640.00	117,189.86		
Precept Categories							
Gen.Admin			2,626.50	5,000.00	1,195.28	3,804.72	4000
Prof' Fees	5,000.00	2,958.70	1,297.05	7,000.00	2,016.50	4,983.50	7000
Staff Costs	19,912.94	19,627.21	25,293.49	28,000.00	19,975.78	8,024.22	29000
Maintenance	11,495.96	12,841.72	10,787.81	10,500.00	3,554.37	6,945.63	11000
Office All	4,232.90	2,888.55	968.96	6,000.00	2,301.34	3,698.66	4400
Subscriptions	482.46	559.60	352.91	600.00	318.60	281.40	600
Audit	739.60	974.56	639.60	1,000.00	1,068.00	(68.00)	1500
Training	248.00	300.00	574.00	1,500.00	248.93	1,251.07	1000
Grants	7,750.00	7,000.00	7,750.00	11,500.00	8,900.00	2,600.00	11500
Insurance	1,531.98	1,379.54	1,569.24	2,000.00	3,038.45	(1,038.45)	3100
TOTAL	51,393.84	48,529.88	51,859.56	73,100.00	42,617.25	30,482.75	73,100.00
				36,550.00			

Carried over (£)	115,459.46	31/03/2020
Received		
Precept	74,345.81	
VAT Refund	1,230.59	
Interest	12.46	
Other	41,601.00	
Total Receipts	117,189.86	
TOTAL INCOME	232,649.32	

Appendix C

Payments made since the last Council Meeting					
Date	Cheque No./Transaction Type	Payee	Supply	VAT	Gross
25.02.21	ONB44	TEEC	Website services	2.40	14.40
25.02.21	ONB45	L Brooks	Salary		1489.04
25.02.21	ONB46	HMRC	PAYE		429.10
25.02.21	ONB47	L Brooks	Reimbursement for printing		5.00
TOTAL				2.40	1937.54
Date	Transaction Type	Payee	Supply	VAT	Gross
26.02.21		NatWest	Interest		0.25
TOTAL					0.25