



You are hereby summoned to attend the Parish Council Meeting which will be held at Kirdford Village Hall on Monday 21st June 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 [17th May 2021](#) be signed as a correct record.
- 5. Reports from District and County Councillors:**

Janet Duncton
Gareth Evans
- 6. Correspondence:** To consider recent correspondence received.
- 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:

Request for Diversion of Part of Footpath 614-1 at Stroods Cottage - PRE-ORDER CONSULTATION

[Letter to KPC](#)

[Consultation Report](#)

[Proposed Plan](#)

[Location Plan](#)

Kirdford

KD/21/01355/FUL - Case Officer: Steve Harris

Mr Richard Stibbs

Land On The East Side Of Plaistow Road Plaistow Road Kirdford West Sussex

Erection of 54 no. residential dwellings, associated access roads, car parking, landscaping and public open space all with unrestricted phasing. Non material amendment to planning permission KD/19/00086/FUL to vary Condition 2 (approved plans) to enable various changes to decided plans in respect of layout, elevational treatment and car parking arrangements.

O.S. Grid Ref. 501416/127287

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QSF25DERHJX00>

Kirdford

KD/21/01807/FUL - Case Officer: William Price

Mr Martin Stephenson

Belchambers Farm Staples Hill To Plaistow Road Kirdford RH14 ONL

Construction of a replacement ancillary storage barn following the demolition of an existing storage barn.

O.S. Grid Ref. 501252/127562

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QUDFLDERJA300>

DECISIONS

Kirdford

KD/20/02896/ELD

Mrs Elaine Whitcombe

Foxleigh Farm Staples Hill Kirdford RH14 OJL

Existing lawful development certificate for the continued use of redundant agricultural barn as a storage barn (Class B8).

PERMIT

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QJL8IWERII400>

Kirdford

KD/21/00959/PLD

Mr P Wycherley

Staples Hill Cottage Staples Hill Kirdford RH14 0JL

Erection of detached car port, work shop and store building ancillary to the house

PERMIT

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QQKYEARG1U00>

Enforcement Notices:

None received.

12. Townfield Meadows

(a) Update

(b) Parishes Working Group

13. Planning Enforcement / TPOs

14. Great Common Pavilion

15. Neighbourhood Plan Update

16. Speeding Signs Update

17. Clearing grips, gutters, culverts & ditches - funding for preventative maintenance

18. Tree Planting

19. Councillors to report any possible Health and Safety Problems

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

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

19 July 2021

20 September 2021

18 October 2021

15 November 2021

22. Any Matters for Next Meeting: additional items to be added to next agenda.

23. 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



Bank Reconciliations 2020-21

	April	May	June	July	August	September	October	November	December	January	February	March
Balance per statement	<u>178,359.90</u>	<u>158,921.80</u>										
Business Reserve	<u>32,004.42</u>	<u>32,004.67</u>										
Less os cheques												
Add os receipts												
Available Bank balances	210,364.32	190,926.47	-	-	-	-	-	-	-	-	-	-
Cashbook Control												
Balance bfwd	173,901.40	210,364.32	190,926.47	-	-	-	-	-	-	-	-	-
Receipts	39,022.78	0.25										
Payments	-2,559.86	-19,438.10	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!
Cfwd	210,364.32	190,926.47	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	-
Prepared By							#REF!	#REF!	#REF!	#REF!		
Dated												
Authorised By	Cllr A. Gillett											
Signature												

Appendix B

Kirdford Parish Council Actual V Budget

Precept Budget	Actual 31-03-19	Actual 31-03-2020	Actual 31-03-2021	Budget 2020-21	Projected YE April 2021	Remaining
Income						
Precept	73,640.00	73,640.00	74,345.81	74,346.00	37,173.81	
VAT reclaimed	6,221.36	10,485.56	1,230.59	1,230.00	-	
Bank interest	37.74	118.60	12.46	12.00	0.51	
Grants	5,250.00	8,925.00	-	-	-	
Donations		4,878.00	-	-	-	
CIL					1,848.71	
Other	2,164.00	1,481.95	41,601.00	-	-	
Total	87,313.10	99,529.11	117,189.86	75,588.00	39,023.03	
Precept Categories						
Gen.Admin			1,199.32	4,000.00	-	4,000.00
Prof' Fees	5,000.00	2,958.70	2,016.50	7,000.00	105.00	6,895.00
Staff Costs	19,912.94	19,627.21	22,110.92	29,000.00	4,016.90	24,983.10
Maintenance	11,495.96	12,841.72	4,141.55	11,000.00	417.50	10,582.50
Office All	4,232.90	2,888.55	2,349.27	4,400.00	112.89	4,287.11
Subscriptions	482.46	559.60	633.10	600.00	-	600.00
Audit	739.60	974.56	1,068.00	1,500.00	335.00	1,165.00
Training	248.00	300.00	248.93	1,000.00	32.44	967.56
Grants	7,750.00	7,000.00	11,672.00	11,500.00	1,000.00	10,500.00
Insurance	1,531.98	1,379.54	3,038.45	3,100.00	3,641.49	(541.49)
TOTAL	51,393.84	48,529.88	48,478.04	73,100.00	9,661.22	63,438.78
				36,550.00		

Carried over (£)	173,901.40	31/03/2021
Received		
Precept	37,173.81	
VAT Refund	-	
Interest	0.51	
Cil	1,848.71	
Other	-	
Total Receipts	37,174.32	
TOTAL INCOME	211,075.72	

Budget, spending and remaining funds from the Precept Budget and Allocated Funds for projects:

Precept Budget (£)	Budget	Expenditure YTD	Remaining	% Remaining
Gen.Admin	4,000.00	-	4,000.00	100%
Prof' Fees	7,000.00	105.00	6,895.00	99%
Staff Costs	29,000.00	4,016.90	24,983.10	86%
Maintenance	11,000.00	417.50	10,582.50	96%
Office All	4,400.00	112.89	4,287.11	97%
Subs	600.00	-	600.00	100%
Audit	1,500.00	335.00	1,165.00	78%
Training	1,000.00	32.44	967.56	97%
Grants	11,500.00	1,000.00	10,500.00	91%
Insurance	3,100.00	3,641.49	(541.49)	-17%
VAT (Reclaimed)	N/A	2,134.93	N/A	N/A
Total	73,100.00	11,796.15	63,438.78	87%

Allocated Funds (£)	Budget	Expenditure YTD	Remaining	% Remaining
General Reserves	40,000.00	-	40,000.00	100%
Village Hall Restoration	15,000.00	-	15,000.00	100%
Recreation Ground Pavilion	15,000.00	-	15,000.00	100%
Recreation Ground Play Equipment	10,000.00	-	10,000.00	100%
Great Common Pavillion Rebuild	50,000.00	-	50,000.00	100%
Village Improvement Fund	5,000.00	-	5,000.00	100%
Environmental Concerns/Equipment	2,000.00	-	2,000.00	100%
Play Equipment Maintenance	3,000.00	-	3,000.00	100%
Election	1,500.00	-	1,500.00	100%
NEW - Traffic Calming measures	8,000.00	-	8,000.00	100%
NEW - Townfield Meadows action	25,000.00	10,189.30	14,810.70	59%
Total	174,500.00	10,189.30	164,310.70	94%

Summary

Total Precept	74,346.00
Total Allocated funds	174,500.00
Unallocated	(37,770.28)
Total Funds	211,075.72
Total Expenditure	21,985.45
Remaining	189,090.27

Appendix C

Payments made since the last Council Meeting					
Date	Cheque No./Transaction Type	Payee	Supply	VAT	Gross
20.05.21	DD	NEST	Clerk pension	-	91.00
21.05.21	ONB59	Arthur J Gallagher Insurance	Insurance Renewal	-	3641.49
21.05.21	ONB60	Farsight Consulting	Internal Audit	67.00	402.00
21.05.21	ONB61	Troy Hayes	Planning Consultancy	2,026.86	12161.16
21.05.21	ONB62	JWS Landscapes	Grass cutting	-	180.00
21.05.21	ONB63	PCC Kirdford St John the Ba	Grant	-	1000.00
21.05.21	DD	Information Commisioners	Data Protection	-	35.00
26.05.21	ONB64	HMRC	PAYE	-	431.21
26.05.21	ONB65	L Brooks	Salary	-	1486.24
01.06.21	DC	EE	Phone top Up	-	10.00
14.06.20	DC	999 Inks	Ink cartridge	3.75	22.49
TOTAL				2097.61	19460.59
Date	Transaction Type	Payee	Supply	VAT	Gross
28.05.21		NatWest	Interest		0.25
TOTAL				0.25	