



You are hereby summoned to attend the Parish Council Meeting which will be held at Kirdford Village Hall Monday 21st March 2022 commencing at 7.30 pm, 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.

[Report from PCSO Neil Billingham](#)

4. **Approval of Meeting Minutes:** To resolve that the minutes from the Parish Council Meeting held on [21st February 2022](#) 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. **Covid19**
9. **Finance:**
 - a) Bank reconciliation – (Appendix A)
 - b) Monthly financial report - (Appendix B)
 - c) Payments for approval – (Appendix C)

10. Planning

KD/22/00059/TPA - Case Officer: Henry Whitby
Mr C Thomas, Oak Cottage Village Road Kirdford RH14 0LX
Fell 1 no. Oak tree (quoted as T2, TPO'd as T1), subject to KD/00/00596/TPO.
O.S. Grid Ref. 501775/126679

To view the application, use the following link;

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R5JZAIERJZJ00>

Kirdford KD/22/00300/TCA - Case Officer: Henry Whitby
Mrs Dorrie Willis, Ellington Village Road Kirdford Billingshurst
Notification of intention to fell 1 no. Hawthorn tree. Removal of 3 no. lower branches on southern sector on 2 no. Ash tree. O.S. Grid Ref. 501772/126696

To view the application, use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R6XO52ER12Q00>

Kirdford KD/22/00324/PNO - Case Officer: Sascha Haigh
Mr Adam Allfrey, Ganders Gate Farm Glasshouse Lane Kirdford Billingshurst
Agricultural building. O.S. Grid Ref. 501536/125611
To view the application, use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R6ZTYFERKVQ00>

Kirdford SDNP/22/00791/HOUS
New detached garage
Stable Cottage Hawkhurst Court Kirdford West Sussex RH14 0HS
<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R7AX67TUI9300>

DECISIONS

None received

ENFORCEMENT NOTICES - None received.

- 11. Townfield Meadows**
 - (a) Update
 - (b) Parishes Working Group
- 12. Planning Enforcement / TPOs**
- 13. Recreation Ground and Pavilion upkeep**
- 14. Village Hall Refurbishment**
- 15. Jubilee Celebrations**
- 16. Councillors to report any possible Health and Safety Problems**
- 17. Public Participation:** To receive and note any further representations made by members of the public.
- 18. Meeting Dates:** Kirdford Village Hall has been booked at 7.30 p.m. on the following dates:
 - 19 April (Tuesday after Easter Bank Holiday)
 - 16 May
 - 20 June
 - 18 July
 - 19 September
 - 17 October
 - 21 November
- 19. Any Matters for Next Meeting:** additional items to be added to next agenda.
- 20. Confidential Matters:** The Council may wish to exclude the public and press at this point.

PUBLIC AND PRESS WELCOME TO ATTEND
Please email clerk@kirdford-pc.gov.uk for an invite

Appendix A



Bank Reconciliations 2021 - 2022

	April	May	June	July	August	September	October	November	December	January	February	March
Balance per statement	178,359.90	158,921.80	155,846.96	151,558.16	139,383.57	173,795.71	169,032.18	165,199.76	165,805.99	162,553.67	155,594.73	
Business Reserve	32,004.42	32,004.67	32,004.96	32,005.22	32,005.50	32,005.76	32,006.01	32,006.29	32,006.56	32,006.83	32,007.08	
Less os cheques												
Add os receipts												
Available Bank balances	210,364.32	190,926.47	187,851.92	183,563.38	171,389.07	205,801.47	201,038.19	197,206.05	197,812.55	194,560.50	187,601.81	-
Cashbook Control												
Balance b/wd	173,901.40	210,364.32	190,926.47	187,851.92	183,563.38	171,389.07	205,801.47	201,038.19	197,206.05	197,812.55	194,560.50	
Receipts	39,022.78	0.25	0.29	0.26	0.28	37,172.26	1,066.18	370.77	4,487.87	0.27	0.25	
Payments	-2,559.86	-19,438.10	-3,074.84	-4,288.80	-12,174.59	-2,759.86	-5,829.46	-4,202.91	-3,881.37	-3,252.32	-6,958.94	
Cfwd	210,364.32	190,926.47	187,851.92	183,563.38	171,389.07	205,801.47	201,038.19	197,206.05	197,812.55	194,560.50	187,601.81	-
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	10.5.21	12.06.21	16.7.21	13.9.21	13.9.21	07.10.21	09.11.21	08.11.21	11.01.22	15.02.22		
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												

Appendix B

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	485.00	3,515.00	88%
Prof' Fees	7,000.00	3,564.29	3,435.71	49%
Staff Costs	29,000.00	22,928.10	6,071.90	21%
Maintenance	11,000.00	4,623.54	6,376.46	58%
Office All	4,400.00	2,278.94	2,121.06	48%
Subs	600.00	-	600.00	100%
Audit	1,500.00	735.00	765.00	51%
Training	1,000.00	274.88	725.12	73%
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	5,924.02	N/A	N/A
Total	73,100.00	33,607.22	33,568.76	46%

Allocated Funds (£)	Budget	Expenditure YTD	Remaining	% Remaining
General Reserves	35,000.00	-	35,000.00	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	290.39	4,709.61	94%
Environmental Concerns/Equipment	2,000.00	-	2,000.00	100%
Play Equipment Maintenance	3,000.00	3,500.00	(500.00)	-17%
Election	1,500.00	-	1,500.00	100%
NEW - Traffic Calming measures	8,000.00	8,054.28	(54.28)	-1%
NEW - Townfield Meadows action	25,000.00	10,839.05	14,160.95	57%
NEW - Jubilee	5,000.00	218.47	4,781.53	96%
Total	169,500.00	22,683.72	146,816.28	87%

Summary

Total Precept	74,346.00
Total Allocated funds	169,500.00
Unallocated	10,328.15
Total Funds	254,174.15
Total Expenditure	56,290.94
Remaining	197,883.21

Appendix C

Payments made since the last Council Meeting					
Date	Cheque No./Transaction Type	Payee	Supply	VAT	Gross
03.02.22	ONB118	The Ecology Co-op	Wildlife Survey	99.95	599.70
08.02.22	DC	EE	Phone top up	-	10.00
16.02.22	DC	HM Land Registry	Title Plan Foresters Arms	-	3.00
16.02.22	DC	HM Land Registry	Title Plan Foresters Cottage	-	3.00
15.02.22	ONB119	A Persson	Fence Post Caps (Amazon)	-	40.40
17.02.22	DD	NEST	Clerk pension	-	95.55
23.02.22	DC	British Legion	Jubilee Flag	-	18.47
28.02.22	ONB120	L Brooks	Salary Month 11	-	1527.84
28.02.22	ONB121	HMRC	PAYE	-	460.98
28.02.22	ONB122	RJS Playground Services	Playground maintenance	700.00	4200.00
TOTAL				799.95	6958.94
Date	Transaction Type	Payee	Supply		
28.02.22		NatWest	Interest		0.25
TOTAL					0.25