



You are hereby summoned to attend the Parish Council Meeting which will be held at Kirdford Village Hall Monday 16<sup>th</sup> May 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](mailto: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 [19<sup>th</sup> April 2022](#) and [Annual Parish Meeting](#) held on 19<sup>th</sup> April 2022 be signed as a correct record.
5. **Reports from District and County Councillors:**  
[Janet Duncton](#)  
Gareth Evans
6. **Election of Chair, Vice Chair, Committees and Working Parties**
7. **Correspondence:** To consider recent correspondence received.
8. **Chairperson's announcements:** The Chairperson to make announcements.
9. **Covid19**
10. **Finance:**
  - a) Year-end Bank Reconciliation – (Appendix A)
  - b) Monthly financial report - (Appendix B)
  - c) Payments for approval – (Appendix C)
  - d) Precept
  - e) [AGAR](#)
  - f) [Final Audit Report](#)

11. **Insurance Renewal**  
[Gallagher](#)

## 12. Planning

**KD/22/00730/FUL** - Case Officer: Sascha Haigh – Expiry Date 10 May.

Mr & Mrs Paul Ferguson Mill Cottage Linfold Road Strood Green Kirdford The erection of a 12m x 8m agricultural barn for the storage and maintenance of farm machinery and agricultural produce. The creation of a permeable track from the existing driveway to the barn. O.S. Grid Ref. 502486/125890 To view the application use the following link;

<https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=R8Y8NSERMDY00>

**SDNP/22/00761/FUL** – Expiry Date 26 May. Comments required by 20 May.

Case Officer: Beverley Stubbington

**Applicant:** Nicky Shunter

**Proposal:** New vehicle access (retrospective) and erection 7 no. timber field shelters and stores. Siting of 1 no. caravan for the use as a day room. Metal fencing to delineate fields and provide secure enclosures for livestock.

**Location:** Windy Hill Ark, Land East of Bulchins Copse, A272 Croucham Lane to Linfold Road, Strood Green, Kirdford, West Sussex, RH14 0HL,

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

**Foxbridge Golf Course**

[Email](#)

[Invite to Public Consultation](#)

### DECISIONS

**KD/22/00204/LBC** Mr & Mrs O Tucker Funtings Farm Plaistow Road Kirdford RH14 0JX Three bay garage. **PERMIT**

<https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=R6CZLRERKFJ00>

**SDNP/22/00791/HOUS** Stable Cottage , Hawkhurst Court, Kirdford, West Sussex, RH14 OHS  
New detached garage **Approved**

<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R7AX67TU9300>

**ENFORCEMENT NOTICES** - None received.

## 13. Planning Enforcement / TPOs

### 14. PCC Grant Application

### 15. Common Land

### 16. Recreation Ground and Pavilion upkeep - Update

**17. Village Hall Refurbishment**

**Measured Survey Quotes**

[Hampshire Land Surveys](#)

[Digital Terrain Surveys](#)

[Encompass](#)

**18. Growers Green – Replacement Trees**

**19. Jubilee Celebrations**

**20. Councillors to report any possible Health and Safety Problems**

**21. Replacement clerk laptop and printer**

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

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

20 June

18 July

19 September

17 October

21 November

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

**25. 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](mailto:clerk@kirdford-pc.gov.uk) for an invite

# Appendix A



## Bank Reconciliations 2022 - 2023

	April	May	June	July	August	September	October	November	December	January	February	March
Balance per statement	<u>238,719.37</u>											
Business Reserve	<u>32,009.58</u>											
Less os cheques	-											
Add os receipts	-											
<b>Available Bank balances</b>	<b>270,728.95</b>											
<b>Cashbook Control</b>												
Balance bfwd	177,462.21	270,728.95										
Receipts	99,675.23											
Payments	6,408.49											
	-											
<b>Cfwd</b>	<b>270,728.95</b>	<b>270,728.95</b>										
Prepared By	L Brooks											
Dated	09.05.22											
Authorised By	Cllr A. Gillett											
Signature												
Council Minute Ref												

## Appendix B

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

<b>Precept Budget (£)</b>	<b>Budget</b>	<b>Expenditure YTD</b>	<b>Remaining</b>	<b>% Remaining</b>
Gen.Admin	5,000.00	-	5,000.00	100%
Prof' Fees	7,000.00	105.00	6,895.00	99%
Staff Costs	29,000.00	2,191.11	26,808.89	92%
Maintenance	11,000.00	14.95	10,985.05	100%
Office All	4,645.00	57.98	4,587.02	99%
Subs	600.00	276.13	323.87	54%
Audit	1,500.00	-	1,500.00	100%
Training	1,000.00	-	1,000.00	100%
Grants	10,900.00	-	10,900.00	100%
Insurance	3,700.00	-	3,700.00	100%
VAT (Reclaimed)	N/A	-	N/A	N/A
<b>Total</b>	<b>74,345.00</b>	<b>2,645.17</b>	<b>71,699.83</b>	<b>96%</b>

<b>Allocated Funds (£)</b>	<b>Budget</b>	<b>Expenditure YTD</b>	<b>Remaining</b>	<b>% Remaining</b>
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	2,711.00	2,289.00	46%
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 - Townfield Meadows action	25,000.00	-	25,000.00	100%
NEW - Jubilee	5,000.00	465.14	4,534.86	91%
<b>Total</b>	<b>161,500.00</b>	<b>2,711.00</b>	<b>158,789.00</b>	<b>98%</b>

### Summary

Total Precept	71,699.83
Total Allocated funds	161,500.00
Unallocated	(18,562.39)
<b>Total Funds</b>	<b>214,637.44</b>
<b>Total Expenditure</b>	<b>5,356.17</b>
<b>Remaining</b>	<b>209,281.27</b>

## Appendix C

<b>Payments made since the last Council Meeting</b>					
<b>Date</b>	<b>Cheque No./Transaction Type</b>	<b>Payee</b>	<b>Supply</b>	<b>VAT</b>	<b>Gross</b>
05.04.22	DC	Baker Ross	Jubilee facepainting equip	-	401.34
08.04.22	DC	<a href="#">One Stop Computer Store</a>	Ink Cartridges	-	47.98
08.04.22	DC	EE	Phone top up	-	10.00
12.04.22	DD	NEST	Clerk Pension	-	191.10
19.04.22	DC	<a href="#">Amazon</a>	Items for Jubilee	1.00	5.99
19.04.22	DC	<a href="#">Amazon</a>	Items for Jubilee	0.37	2.19
19.04.22	DC	<a href="#">Amazon</a>	Items for Jubilee	2.50	14.99
19.04.22	DC	<a href="#">Amazon</a>	Items for Jubilee	0.83	4.99
21.04.22	ONB	<a href="#">A Persson</a>	Reimbursement - Nails for bat boxes	-	14.95
21.04.22	ONB	<a href="#">WSALC</a>	Subscription	59.62	335.75
21.04.22	ONB	<a href="#">Mulberry &amp; Co</a>	Payroll Services	21.00	126.00
27.04.22	ONB	<a href="#">L Brooks</a>	Salary Mth1	-	1522.49
27.04.22	ONB	<a href="#">HMRC</a>	PAYE	-	477.52
27.04.22	ONB	<a href="#">Multisports Tennis Court</a>	Deposit for Tennis Court Refurb	542.20	3253.20
<b>TOTAL</b>				627.52	6408.49
<b>Date</b>	<b>Transaction Type</b>	<b>Payee</b>	<b>Supply</b>	<b>VAT</b>	<b>Gross</b>
29.04.22		NatWest	Interest		2.23
08.04.22		CDC	Precept		37,173.00
22.04.22		CDC	CIL		62,500.00
<b>TOTAL</b>				99675.23	