



You are hereby summoned to attend the Parish Council Meeting which will be held at Kirdford Village Hall Monday 20th June 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 [16th May 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. **Finance:**
 - a) Year-end Bank Reconciliation – (Appendix A)
 - b) Monthly financial report - (Appendix B)
 - c) Payments for approval – (Appendix C)
 - d) Budget

9. Planning

[SDNP-21-04858-FUL Former Cricket Pavilion ufm10 Parish Notification Lettern \(003\).pdf](#)

[SDNP/21/04858/FUL](#) Former Cricket Pavilion, The Old Coach House, Hawkhurst Court, Kirdford, Billingshurst, West Sussex, RH14 0HS

Planning Inspectorate Reference: APP/Y9507/W/22/3291439 SDNPA Reference: Name of Appellant(s): William Griffiths and Gerald Hunt Subject of Appeal: Retrospective planning application for the conversion of a former cricket pavilion into a holiday let. Appeal Start date: 25th May 2022

DECISIONS - None received

ENFORCEMENT NOTICES - None received.

10. Planning Enforcement / TPOs

11. Common Land

12. Recreation Ground and Pavilion upkeep - Update

13. Village Hall Refurbishment

[Condition Survey](#)

Measured Survey Quotes

[Hampshire Land Surveys](#)

[Digital Terrain Surveys](#)

[Encompass](#)

[Further Surveys](#) – email from Chair VH Cttee

14. School Court Gates – [Previous Quote](#) - [Revised Quote](#)

15. Jubilee Review

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:

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 2022 - 2023

	April	May	June	July	August	September	October	November	December	January	February	March
Balance per statement	238,719.37	216,561.90										
Business Reserve	32,009.58	32,012.39										
Less os cheques	-	-										
Add os receipts	-	-										
Available Bank balances	270,728.95	248,574.29										
Cashbook Control												
Balance bfwd	177,462.21	270,728.95	248,574.29									
Receipts	99,675.23	2,529.16										
Payments	6,408.49	24,683.82										
Cfwd	270,728.95	248,574.29	248,574.29									
Prepared By	L Brooks	L Brooks										
Dated	09.05.22	10.05.22										
Authorised By	Cllr A. Gillett											
Signature												
Council Minute Ref	70											

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	5,000.00	400.00	4,600.00	92%
Prof' Fees	7,000.00	9.00	6,991.00	100%
Staff Costs	29,000.00	2,095.36	26,904.64	93%
Maintenance	11,000.00	160.21	10,839.79	99%
Office All	4,645.00	1,398.16	3,246.84	70%
Subs	600.00	72.50	527.50	88%
Audit	1,500.00	175.00	1,325.00	88%
Training	1,000.00	-	1,000.00	100%
Grants	10,900.00	1,250.00	9,650.00	89%
Insurance	3,700.00	4,271.03	(571.03)	-15%
VAT (Reclaimed)	N/A -	2,526.35	N/A	N/A
Total	74,345.00	7,304.91	64,513.74	87%

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	12,199.50	(2,199.50)	-22%
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	349.94	1,650.06	83%
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	3,473.86	1,526.14	31%
Total	161,500.00	12,549.44	148,950.56	92%

Summary

Total Precept	64,513.74
Total Allocated funds	161,500.00
Unallocated	(8,847.14)
Total Funds	217,166.60
Total Expenditure	19,854.35
Remaining	197,312.25

Appendix C

Payments made since the last Council Meeting					
Date	Cheque No./Transaction Type	Payee	Supply	VAT	Gross
03.05.22	DC	GO International	Balloons for Jubilee	8.07	48.41
03.05.22	DC	Gas Bottles Direct	Helium for Jubilee	45.83	385.00
04.05.22	DC	HM Land Registry	Land lookup	-	3.00
04.05.22	DC	HM Land Registry	Land lookup	-	3.00
04.05.22	DC	HM Land Registry	Land lookup	-	3.00
05.05.22	DC	Amazon	Ribbon for Jubilee	-	16.99
10.05.22	DC	EE	Mobile phone top up	-	10.00
17.05.22	ONB	Gallagher	Insurance Renewal	-	4271.03
17.05.22	ONB	Royal Mail	PO Box Renewal	63.00	378.00
17.05.22	ONB	Farsight Consulting	Audit fees	35.00	210.00
17.05.22	ONB	A Persson	Reimbursement: picture frame	-	35.26
17.05.22	ONB	Murdochs Crazy Eyes	Balance: Band for Jubilee	-	1400.00
17.05.22	ONB	R Sheppard	Grass seeding	-	110.00
18.05.22	DC	Currys	Replacement Printer	50.83	304.99
23.05.22	DD	Information Commissioner	Data protection registration fee	-	35.00
20.05.22	DC	Parish Online	Subs	7.50	45.00
23.05.22	DC	DELL	Replacement PC	163.80	982.80
23.05.22	DD	Nest	Clerk Pension	-	95.55
25.05.22	DC	Ark Wildlife	Bat Boxes x 7	69.99	419.93
25.05.22	DC	Rotherhill Nurseries	Flowers for Jubilee Tub - Village Hall	-	15.75
27.05.22	ONB	L Brooks	Salary	-	1522.29
27.05.22	ONB	A Persson	Reimbursement: hardware	-	14.95
27.05.22	ONB	HMRC	PAYE	-	477.52
30.05.22	ONB	Multisports Tennis Court	Tennis Court Refurb Penultimate invoice	542.20	3253.20
30.05.22	ONB	Multisports Tennis Court	2nd Interim Invoice	1,355.50	8133.00
30.05.22	ONB	PCC	Grant	-	1250.00
31.05.22	DC	Hepworth and Co	Beer for Jubilee	-	231.78
31.05.22	DC	Majestic	Alcohol for Jubilee	-	803.16
01.06.22	DC	Booker Ltd	Food for Jubilee	23.34	225.21
08.06.22	ONB	Mrs A Gillett	Chairman's Allowance	-	400.00
				2365.06	25083.82
Date	Transaction Type	Payee	Supply		
31.05.22		NatWest	Intrest		2.81
30.05.22		HMRC	VAT Return		2,526.35
TOTAL					2529.16

Appendix D

Project Figures 2022				
Allocated Funds (£)		2021	2022	2022 rev A
General Reserves		£ 40,000.00	£ 40,000.00	£35,000.00
Village Hall Restoration		£ 15,000.00	£ 15,000.00	£15,000.00
Recreation Ground Pavilion		£ 15,000.00	£ 15,000.00	£15,000.00
Recreation Ground Play Equipment		£ 10,000.00	£ 10,000.00	£21,500.00
New - Great Common Pavillion Rebuild		£ 50,000.00	£ 50,000.00	£50,000.00
Village Improvement Fund		£ 5,000.00	£ 5,000.00	£2,000.00
Environmental Concerns/Equipment		£ 2,000.00	£ 2,000.00	£2,000.00
Play Equipment Maintenance		£ 3,000.00	£ 3,000.00	£1,000.00
Election		£ 1,500.00	£ 1,500.00	£0.00
Traffic Calming measures		£ 5,000.00	£ -	
Townfield Meadows action		£ 25,000.00	£ 25,000.00	£25,000.00
NEW - Jubilee Celebrations		£ 25,000.00	£ 5,000.00	£5,000.00
Total		£ 196,500.00	£ 171,500.00	£ 171,500.00