



Mrs Tamsin Ledger clerk@kirdford-pc.gov.uk 01403 820 871 Kirdford Parish Council, PO Box 427, Billingshurst RH14 4DA

Date: 12th February, 2020

You are hereby summoned to attend the Parish Council Meeting which will be held in Kirdford Village Hall on Monday, 17th February, 2020 commencing at 7.30 p.m., when the following business will be considered and transacted.

T Ledger, Clerk & Responsible Financial Officer to the Council

AGENDA

1. **Apologies for Absence:** To receive both apologies and reasons for absence.
2. **Public Participation:** To receive and note questions, comments or representations made by members of the public.
3. **Disclosures of Interest:** To receive disclosures of prejudicial interest from Councillors on matters considered at the meeting.
4. **Approval of Meeting Minutes:** To resolve that the minutes from the Parish Council Meeting (20.01.2020) and Planning Committee Meeting (05.02.2020) be signed as a correct record.
5. **Reports from District and County Councillors:** To receive reports.
6. **Correspondence:** To consider recent correspondence received.
7. **Chairperson's announcements:** The Chairperson to make announcements.
8. **Gatwick:** To receive an update.
9. **Finance:**
 - a) Bank Reconciliation (Appendix A): April 2019 – January 2020 as below:
NatWest Saver a/c 30/11/19 £31,980.62
NatWest Current a/c 30/11/19 £82,007.69
Total funds opening balance £133,579.48.
Total funds closing balance £113,144.05 (including unrepresented cheques £844.26.)
The Committee to review reconciliations and resolve on authorisation and sign off.
 - b) To note that the VAT reclaim has been processed and refunded £8,201.67, therefore the balance of all accounts as at 12th February 2020 is £121,303.73 (Appendix A).
 - c) Monthly financial report to be presented (Appendix B).
 - d) Cheques to be presented for approval.

10. Planning:

KD/20/00179/DOM - Case Officer: Beverley Stubbington

Mr & Mrs Sloan

Ganders Gate Farmhouse Glasshouse Lane Kirdford Billingshurst

Increase in ridge height of existing northern single storey element. Provision of two new dormers. New site entrance.

O.S. Grid Ref. 501481/125615

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q4LTQIERMPN00>

Decisions from CDC:

KD/19/03133/TPA

Mr Iain Robertson

Wren Cottage Village Road Kirdford RH14 0ND

Crown reduce back to previous pruning points (see 09/03853/TPA) on 1 no. Oak tree (T3) subject to KD/89/00586/TPO.

PERMIT

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q2PHE9ERLDA00>

Enforcement Notices: - None received.

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

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

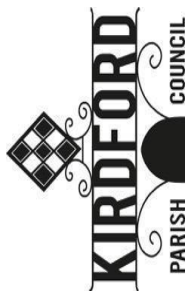
13. Dates for next meetings: Kirdford Village Hall has been booked at 7.30 p.m. on 16th March, 20th April, 18th May, 15th June, 20th July, 21st September, 19th October, 16th November.

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

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

PUBLIC AND PRESS WELCOME TO ATTEND

Appendix A: Bank Reconciliation (as at 12th February 2020)



Bank Reconciliations 2019-2020

	April	May	June	July	August	September	October	November	December	January	February	March
Balance per statement	127,636.07	124,450.92	119,374.51	115,568.05	120,059.15	148,113.98	140,244.38	110,499.34	101,604.29	82,007.69	89,917.37	
Business Reserve	30,554.99	30,560.18	30,564.87	30,564.87	31,953.64	31,959.07	31,964.50	31,969.58	31,975.19	31,980.62	31,980.62	
Post Office	3,530.60	3,530.60	3,530.60	3,530.60	-	-	-	-	-	-	-	-
Less os cheques	-550.00	-3,904.22	-407.52	-1,299.49	-4,359.96	-4,600.52	-16,388.51	-5,847.12	0.00	-844.26	-594.26	
Add os receipts	-	-	-	-	-	-	-	-	-	-	-	-
Available Bank balances	161,171.66	154,637.48	153,062.46	148,364.03	147,652.83	175,472.53	155,820.37	136,621.80	133,579.48	113,144.05	121,303.73	-

Cashbook Control

Balance bftwd	128,501.68	161,171.66	154,637.48	153,062.46	148,364.03	147,652.83	175,472.53	155,820.37	136,621.80	133,579.48	113,144.05
Receipts	36,825.36	5.19	4.69	-	11,724.47	36,825.43	5,789.32	5.08	5.61	5.43	8,201.67
Payments	-4,155.38	-6,539.37	-1,579.71	-4,698.43	-12,435.67	-9,005.73	-25,441.48	-19,203.65	-3,047.93	-20,440.86	-41.99

Cfwd **161,171.66** **154,637.48** **153,062.46** **148,364.03** **147,652.83** **175,472.53** **155,820.37** **136,621.80** **133,579.48** **113,144.05** **121,303.73** **-**

Prepared By
Dated

T Ledger	27/08/2019	27/08/2019	27/08/2019	27/08/2019	16/09/2019	21/10/2019	18/11/2019	15/01/2020	17/02/2020	17/02/2020	17/02/2020	17/02/2020
T Ledger	27/08/2019	27/08/2019	27/08/2019	27/08/2019	16/09/2019	21/10/2019	18/11/2019	15/01/2020	17/02/2020	17/02/2020	17/02/2020	17/02/2020

Authorised By
Signature

Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett Cllr A. Gillett

Council Minute Ref

91 (b)	91 (b)	91 (b)	91 (b)	91 (b)	109 (a)	150 (a)	180 (a)	239 (a)
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Appendix B: Financial Report April 2019 – 12th February 2020

Carried over (£)	128,501.68
Received	
Precept	73,640.00
VAT Refund	10,485.56
Interest	113.69
Groundworks Grant	8,925.00
Donations	4,878.00
<i>Foresters</i>	<i>1,378.00</i>
<i>PCC</i>	<i>3,000.00</i>
<i>West Sussex Antique Timber</i>	<i>500.00</i>
Other	1,350.00
Total Receipts	99,392.25
TOTAL INCOME	227,893.93

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	2,275.49	2,724.51	54%
Prof' Fees	7,000.00	1,297.05	5,702.95	81%
Staff Costs	28,000.00	21,523.61	6,476.39	23%
Maintenance	10,500.00	10,353.82	146.18	1%
Rec.Gnd	500.00	250.00	250.00	50%
Office All	6,000.00	968.96	5,031.04	84%
Subs	600.00	330.41	269.59	45%
Audit	1,000.00	639.60	360.40	36%
Training	1,500.00	574.00	926.00	62%
Grants	11,500.00	7,750.00	3,750.00	33%
Insurance	2,000.00	1,569.24	430.76	22%
VAT (Reclaimed)	N/A	10,218.37	N/A	N/A
Total	73,600.00	57,750.55	26,067.82	35%

Allocated Funds (£)	Budget	Expenditure YTD	Remaining	% Remaining
General Reserves	40,000.00		40,000.00	100%
NEW - VE Day	2,000.00		2,000.00	100%
NEW - Village Hall Renewal	15,000.00		15,000.00	100%
NEW - Recreation Ground Pavilion	14,397.01		14,397.01	100%
NEW - Recreation Ground Play Equipment	10,000.00		10,000.00	100%
Great Common Pavillion	10,000.00		10,000.00	100%
Village Improvement Fund	5,000.00	1,715.00	3,285.00	66%
Neighbourhood Plan Review	3,600.17		3,600.17	100%
Environmental Concerns/Equipment	2,000.00	115.80	1,884.20	94%
Butts Common Replacement Play Equipment	14,250.00	11,841.01	2,408.99	17%
Play Equipment Maintenance	1,000.00		1,000.00	100%
Election	1,500.00		1,500.00	100%
Groundworks UK for Neighbourhood Plan	8,925.00	8,546.09	378.91	4%
Play Equipment	15,627.25	15,627.25	-	0%
Watershed Funding Grant	3,842.00	3,842.00	-	0%
Butts Common Swings	5,000.00	5,000.00	-	0%
Butts Common Donations	2,152.50	2,152.50	-	0%
Total	154,293.93	48,839.65	105,454.28	68%

Summary

Total Precept	73,600.00
Total Allocated funds	154,293.93
Unallocated	-
Total Funds	227,893.93
Total Expenditure	106,590.20
Remaining	121,303.73