



You are hereby summoned to attend the Parish Council Meeting which will be held via Microsoft Teams video conference, on Monday, 20th April, 2020 commencing at 7.30 p.m., when the following business will be considered and transacted.

Mrs Lynne Brooks clerk@kirdford-pc.gov.uk 01403 820 194 Kirdford Parish Council, PO Box 427, Billingshurst RH14 4DA

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 (16.03.2020) and Planning Committee Meeting (08.04.2020) 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. **Covid19:** To receive an update.
9. **Interim Clerk:** To appoint interim Clerk
10. **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 unpresented 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).

11. Planning:

(C) Kirdford

KD/20/00848/ELD - Case Officer: Jenna Shore

Ms S Barnett

Sussex Game Farm Scratching Lane Kirdford RH14 0JN

Existing lawful development certificate for occupation of dwelling, without compliance with an agriculture occupancy condition.

O.S. Grid Ref. 499809/128025

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q7UZ5BERHFV00>

Decisions from CDC:

KD/20/00413/TCA

Mrs Emma Thornhill

Cobblers Village Road Kirdford RH14 0LX

Notification of intention to crown reduce by 3m (all round) and remove the lowest 1 no. limb on the western sector (overhanging the playing field new children's zip wire) on 1 no. Oak tree. Crown reduce by 1m on 2 no. Yew trees and 1 no. no. Cherry tree.

NOT TO PREPARE A TREE PRESERVATION ORDER

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q5MRVOERFRW00>

Enforcement Notices: - None received.

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

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

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

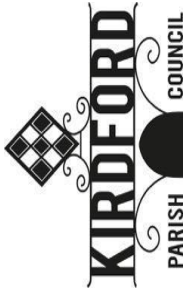
15. Any Matters for Next Meeting: For members to request additional items to be added to next agenda.

16. 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 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	-
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Prepared By
Dated

T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	T Ledger	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	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)	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