



You are hereby summoned to attend the Parish Council Meeting which will be held at Kirdford Village Hall Monday 26th September 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.
4. **Approval of Meeting Minutes:** To resolve that the minutes from the Parish Council Meeting held on [18th July 2022](#) and the Planning Committee meeting held on [18th August 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) Signed External Auditor [Report and Certificate](#)
9. **Planning**

22/01735/FULEIA | Regeneration of Crouchlands Farm, comprising demolition of selected buildings, extension, refurbishment and remodelling of selected buildings and the erection of new buildings to provide up to a total of 17,169 sq m (including retained / refurbished existing buildings) comprising the existing farm hub (sui generis), a rural enterprise centre (Use Classes E, C1 and F1), a rural food and retail centre (Use Class E and F1), an equestrian centre (Use Class F2 and C1) and a glamping site (Use Class E and sui generis); provision of new hardstanding, pedestrian, cycle and vehicular access, circulation and parking, landscaping including new tree planting, maintenance and improvements to the Public Rights of Way, site infrastructure and

ground remodelling. | Crouchlands Farm Rickmans Lane Plaistow Billingshurst West Sussex RH14 0LE- **Expiry Date Mon 29 Aug 2022**

<https://publicaccess.chichester.gov.uk/online-applications/caseDetails.do?action=dispatch&keyVal=REJPNJER10R00&caseType=Application>

Kirdford KD/22/02205/TCA - Case Officer: Henry Whitby Mr Kevin Twelvetrees Foresters Arms Village Road Kirdford Billingshurst Notification of intention to fell 1 no. Ash tree. O.S. Grid Ref. 501693/126892 To view the application use the following link;

<https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RH6FC1ER0ZU00>

KD/22/02261/TCA - Case Officer: Henry Whitby Mr Peter Thompson Downscombe Village Road Kirdford West Sussex Notification of intention to reduce height by up to 3m and widths (all round) by up to 2m on 1 no. Oak tree (quoted as T1). O.S. Grid Ref. 501697/126723 To view the application use the following link;

<https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RHQ66MERKYT00>

22/02155/LBC - Foresters Arms Village Road Kirdford West Sussex RH14 0ND, Rear extension with associated internal reconfiguration and works to external front and rear trade areas including new fence and double gate.

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?keyVal=RGV2REERKAX00&activeTab=summary>

DECISIONS –

22/01754/EIA - Request for an EIA Scoping Opinion in relation to proposed Rickman's Green village development - Crouchlands Farm Rickmans Lane Plaistow Billingshurst West Sussex RH14 0LE - **EIA Required**

Kirdford KD/22/01056/FUL Ms Mr & Mrs Ms T Stocker & Mr & Mrs Kirkby Bridgefoot Meadows Glasshouse Lane Kirdford West Sussex RH14 0LW Equestrian arena. **PERMIT**

<https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RAL43FERFV900>

ENFORCEMENT NOTICES - None received.

10. Planning Enforcement / TPOs

11. Consultation on the draft Chichester Infrastructure Business Plan (IBP)

[Email from CDC](#)

[IBP](#)

[Appendix E](#)

12. Neighbourhood Plan – Update

13. Common Land

14. Recreation Ground and Pavilion upkeep - Update

15. Village Hall Refurbishment

Next steps: Plan Drawings – [The Goddard Partnership Quote](#)

16. CAGNE – [Response to CAGNE Gatwick 2 Consultation](#)

17. GAAC – [Newsletter](#)

18. Winter Plan

Request from WSCC to update the Winter Plan – [Community Winter Offer - FAQs](#)

[Winter Plan 2019](#)

19. Councillors to report any possible Health and Safety Problems

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

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

17 October
21 November

Meeting dates 2023

16 January
20 February
20 March
17 April
15 May
19 June
17 July
18 September
16 October
20 November

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

23. 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	210,801.74	202,256.68	196,020.82							
Business Reserve	32,009.58	32,012.39	32,015.02	32,017.56	32,020.45							
Less os cheques												
Add os receipts												
Available Bank balances	270,728.95	248,574.29	242,816.76	234,274.24	228,041.27							
Cashbook Control												
Balance b/wd	177,462.21	270,728.95	248,574.29	242,816.76	234,274.24	228,041.27						
Receipts	99,675.23	2,529.16	272.63	2.54	2.89							
Payments	6,408.49	24,683.82	6,030.16	8,545.06	6,235.86							
Cfwd	270,728.95	248,574.29	242,816.76	234,274.24	228,041.27	228,041.27						
Prepared By	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks	L Brooks						
Dated	09/05/22	10/06/22	13/07/22	21/09/22	21/09/22	21/09/23						
Authorised By	Cllr A. Gillett	Cllr A Gillett										
Signature												
Council Minute Ref	70	95										

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	328.00	6,672.00	95%
Staff Costs	29,000.00	8,412.04	20,587.96	71%
Maintenance	11,000.00	8,737.21	2,262.79	21%
Office All	4,645.00	1,431.16	3,213.84	69%
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	22,550.59	49,268.06	66%

Allocated Funds (£)	Budget	Expenditure YTD	Remaining	% Remaining
General Reserves	35,000.00		35,000.00	100%
Village Hall Restoration	15,000.00	1,325.00	13,675.00	91%
Recreation Ground Pavilion	15,000.00	-	15,000.00	100%
Recreation Ground Play Equipment	21,500.00	13,555.00	7,945.00	37%
Great Common Pavillion Rebuild	50,000.00	-	50,000.00	100%
Village Improvement Fund	2,000.00	-	2,000.00	100%
Environmental Concerns/Equipment	2,000.00	529.91	1,470.09	74%
Play Equipment Maintenance	1,000.00	217.00	783.00	78%
Election	-	-	-	#DIV/0!
NEW - Townfield Meadows action	25,000.00	-	25,000.00	100%
NEW - Jubilee	5,000.00	3,922.72	1,077.28	22%
Total	171,500.00	19,549.63	151,950.37	89%

Summary

Total Precept	49,268.06
Total Allocated funds	171,500.00
Unallocated	(3,323.40)
Total Funds	217,444.66
Total Expenditure	42,100.22
Remaining	175,344.44

Appendix C

Payments made since the last Council Meeting					
Date	Cheque No./Transaction Type	Payee	Supply	VAT	Gross
19.07.22	ONB	RoSPA Play Safety	Playground Inspections	43.40	260.40
19.07.22	ONB	JWS Landscapes	Grass cutting	-	455.50
19.07.22	ONB	Mulberry & Co	Payroll Services	21.00	126.00
19.07.22	ONB	Ben Aldrich	Tree Surgeon	140.00	840.00
22.07.22	DD	NEST	Clerk Pension	-	95.55
29.07.22	ONB	J C Alfrey	Road repair	789.60	4737.60
01.08.22	ONB	L Brooks	Salary Mth 4	-	1552.30
01.08.22	ONB	HMRC	PAYE	-	477.71
09.08.22	DC	EE	Phone card top up	0	10
18.09.22	DD	NEST	Clerk Pension	0	95.55
23.08.22	ONB	Sandersons Logs	Replacement School Court Gates	0	2035
23.08.22	ONB	Troy Hayes	Neighbourhood Planning advice	42.8	256.8
23.08.22	ONB	JWS Landscapes	Grass Cutting	0	245.5
23.08.22	ONB	Hampshire Land Surveys	Condition Survey for Village Hall	265	1590
23.08.22	DC	Land Registry	Land registry search	0	3
25.08.22	ONB	L Brooks	Salary Mth 5	0	1552.1
25.08.22	ONB	HMRC	PAYE	0	447.91
				1301.80	14780.92
Date	Transaction Type	Payee	Supply		
29.07.22		NatWest	Interest		2.54
31.08.22		NatWest	Interest		2.89
TOTAL					5.43