

You are hereby summoned to attend the Annual Parish Council Meeting which will be held at Kirdford Village Hall on Monday 15<sup>th</sup> May 2023 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 17<sup>th</sup> April 2023 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. Councillors: To consider co-option of new members
- **8. Correspondence:** To consider recent correspondence received.
- 9. Chairperson's announcements: The Chairperson to make announcements.

### 10. Finance:

- a) Year-end Bank Reconciliation (Appendix A)
- b) Monthly financial report (Appendix B)
- c) Payments for approval (Appendix C)
- d) Grant Application Kirdford PCC
- 11. Insurance Renewal

Hiscox Renewal Quote
Policy Summary

BHIB Renewal Quote
Policy Summary

### 12. Planning

### **Local Plan Update**

**21/00466/OUT** | Outline application (with all matter reserved accept Access) for the development of up to 70 new homes, of which 30% would be affordable, new community sporting facility, new vehicular access and associated parking and landscaping. | Land West Of Cornwood Townfield Kirdford West Sussex

https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=documents&keyVal=QOMPYKERM5S00

**22/02346/OUT** – Case Officer: Jane Thatcher Outline application for a wellbeing and leisure development comprising up to 121 holiday units; the construction of a spa with accommodation of up to 50 bedrooms; the conversion of the former clubhouse into a restaurant and farm shop; the formation of a new vehicular access from Foxbridge Lane, new internal roads, footpaths, cycle routes and car parking areas; the construction of a concierge building and new hard and soft landscaping, including the formation of new ponds. All matters reserved except for means of access. | Foxbridge Golf Club Foxbridge Lane Plaistow West Sussex RH14 OLB

https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=documents&keyVal=RI7F47ERLCT00

**22/02154/FUL** | Rear extension with associated internal reconfiguration and works to external front and rear trade areas including new fence and double gate. | Foresters Arms Village Road Kirdford West Sussex RH14 OND

https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=documents&keyVal=RGV2RCERKAW00

### **DECISIONS -**

SDNP/23/00769/LDE Standgates Bungalow, Linfold Road, Strood Green, Kirdford, West Sussex, RH14 OLH. Existing lawful development certificate seeking to establish that Standgates Bungalow has been occupied by a person/s not employed in agriculture, in breach of Condition 1 imposed on permission KD/1/61, for a period well in excess of 10 years and is therefore immune from enforcement action and comprises an unrestricted dwelling in the countryside. Approved

**ENFORCEMENT NOTICES - None received.** 

- 13. Planning Enforcement / TPOs
- 14. Neighbourhood Plan Update
- 15. Recreation Ground and Pavilion upkeep Update
- 16. Great Common Pavilion Update
- 17. Village Hall Refurbishment Update
- 18. Drains, Grips, Ditches & Gullies
- 19. Coronation
- 20. CAGNE Update

- 21. Councillors to report any possible Health and Safety Problems
- **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:

19 June

17 July

18 September

16 October

20 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 for an invite



# Bank Reconciliations 2023 - 2024

	April	Мау	June	ylut	August	September	October	November	December	January	February	March
Balance per statement Business Reserve	280,329.0 <u>1</u> 171,900.27								•			
Less os cheques Add os receipts	,		'									
Available Bank balances	452,229.28	•	•	•	•	•	•	•	•	ı	•	
Cashbook Control												
Balance bfwd	362,801.56	362,801.56 452,229.28	,	ı	1	1		1	ı	1	1	ı
Receipts	112,122.17	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	45.19	57.58	56.72 #REEI	
Payments	5											
Cfwd	452,229.28	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	
Prepared By Dated	L Brooks 08.05.23	#REF!					#REF!	#REF!	#REF!	#REF!	#REF!	
Authorised By Signature	Cllr A. Gillett	Cllr A. Gillett Cllr A Gillett	Cllr A Gillett	Clir A Gillett	Cllr A Gillett	Clr A Gillett Clr A Gillett	Cllr A Gillett	Cllr A Gillett	Clir A Gillett	Cllr A Gillett Cllr A Gillett	Cllr A Gillett	
Council Minute Ref	70	95	117	135		153	174	195	8	29	50	

# Appendix B

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

Precept Budget (£)	Budget E	xpenditure YTD	Remaining	% Remaining
Gen.Admin	5,000.00	20.25	4,979.75	100%
Prof' Fees	13,000.00	10,610.00	2,390.00	18%
Staff Costs	30,000.00	2,259.12	27,740.88	92%
Maintenance	11,000.00	121.60	10,878.40	99%
Office All	4,500.00	36.25	4,463.75	99%
Subs	600.00	-	600.00	100%
Audit	1,500.00	-	1,500.00	100%
Training	1,000.00	-	1,000.00	100%
Grants	8,400.00	-	8,400.00	100%
Insurance	5,000.00	-	5,000.00	100%
VAT (Reclaimed)	N/A	=	N/A	N/A
Total	80,000.00	13,047.22	66,952.78	84%

Allocated Funds (£)	Budget	Expenditure YTD	Remaining	% Remaining
General Reserves	35,000.00		35,000.00	100%
Village Hall Restoration	40,000.00	5,000.00	35,000.00	88%
Recreation Ground Pavilion	40,000.00	-	40,000.00	100%
Recreation Ground Play Equipment	5,000.00	-	5,000.00	100%
Great Common Pavillion Rebuild	150,000.00	-	150,000.00	100%
Village Improvement Fund	5,000.00	-	5,000.00	100%
Environmental Concerns/Equipment	2,000.00	-	2,000.00	100%
Play Equipment Maintenance	3,000.00	-	3,000.00	100%
Election	-	-	-	#DIV/0!
Planning Support Services	27,000.00	-	27,000.00	100%
NEW - Coronation	8,000.00	1,590.57	6,409.43	80%
Total	315,000.00	6,590.57	308,409.43	98%

Summary	
Total Precept	66,952.78
Total Allocated funds	308,409.43
Unallocated	99,561.52
Total Funds	474,923.73
Total Expenditure	19,637.79
Remaining	455,285.94

# Appendix C

Date	te Payee Supply		VAT	Gross	
	No./Transaction Type	•	,		
03.04.23	OLB	Troy Hayes Planning	Review of Reg19 Local Plan	1,360.00	8160.0
03.03.23	OLB	Mulberry & Co	Payroll Services	21.00	126.0
03.04.23	OLB	Wisborough Green PC	Shared planning meeting costs	-	25.00
03.04.23	OLB	The Goddard Partnership	RIBA Sketch Schemes - Vilage Hall	1,000.00	6000.00
03.04.23	OLB	A Persson	Reimbursement - Wood treatment	-	71.60
04.04.23	DC	Land Registry	Boundary information	-	3.00
05.04.23	DC	G O International UK	Party Balloons	-	49.99
03.04.23	DC	Amazon	Folder Dividers	0.45	2.70
04.04.23	DC	Amazon	Children's activity/craft	3.16	18.97
04.04.23	DC	Amazon	Children's activity/craft	2.50	14.99
05.04.23	DC	Clearabee Ltd	Skip for coronation	-	149.99
04.04.23	DC	Amazon	Children's activity/craft	1.43	8.54
06.04.23	DC	Amazon	Coronation Face paints	1.49	7.48
06.04.23	DC	Amazon	Coronation Face paints	0.82	4.92
06.04.23	DC	Amazon	Coronation Face paints	1.39	8.29
06.04.23	DC	Amazon	Coronation Face paints	2.19	13.20
06.04.23	DC	Amazon	Coronation Face paints	2.46	14.70
06.04.23	DC	Amazon	Coronation Face paints	1.06	6.38
11.04.23	DC	Baker Ross	Coronation craft materials	53.91	323.45
14.04.23	DC	Hepworth & Co	Beer for Coronation	-	245.00
18.04.23	OLB	Cornerstone Barristers	Planning legal advice	600.00	3600.00
19.04.23	DC	Majestic Wine	Wine for Coronation	-	795.08
19.04.23	DC	Land Registry	Land search	-	3.00
19.04.23	DC	Land Registry	Land search	-	3.00
19.04.23	DC	Land Registry	Land search	-	3.00
19.04.23	DC	Land Registry	Land search	_	3.00
20.04.23	DD	NEST	Clerk pension	_	106.20
21.04.23	OLB	TEEC	Website planning tracker	4.80	28.80
21.04.23	OLB	Gray's Ecology	Ecology Advice	-	680.00
21.04.23	OLB	A Persson	Wood treatments	_	50.00
24.04.23	DC	EE	Clerk phone top up	_	10.00
27.04.23	OLB	HMRC	Clerk PAYE Month 1	_	492.80
27.04.23	OLB	L Brooks	Clerk Salary Month 1	_	1660.12
28.04.23	Charges	NatWest	Bank Charges	_	5.25
20.0 1.23	Charges	indervest.	Burn charges		3.2.
		1	1	3056.66	22,694.45
Date	Transaction Type	Payee	Supply		
28.04.23		NatWest	Intrest		134.12
21.04.23		CDC	Precept		40,000.00
25.04.23		CDC	CDC Payments N00049		71,988.05
TOTAL					112122.1