PLUMPTON

PLUMPTON PARISH COUNCIL

5th October 2021

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council to be held at the Village Hall on Tuesday 12th October 2021 at 19.45 for the purpose of transacting the following business.

Members of the Public Welcome – please contact the clerk to advise of your attendance.

Signed Anita Emery

Anita Emery (Clerk to Plumpton Parish Council)

The AGENDA is as follows:

Member

243.	To accept apologies for absence Chair
244.	Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
245.	To Approve Minutes from Parish Council meeting held on 14th September Chair
246.	Clerk's Report and discuss any Matters Arising from previous meeting.
247.	Brief Report from the County and District Councillor on matters affecting this
	Parish.
248.	Questions from Members of the Public – limited to a maximum of 15 minutes in total
249.	Update from Village Society on Jubilee Celebrations.

250. Planning applications

LW/21/0533

Inholmes Farm, Station Road, Plumpton Green E Sussex BN7 3DE Variation of condition 1 relating to previous approval LW/20/0779

- 1. The addition of the new Boot Room
- 2. The addition of a south facing window on the second floor
- 3. Replace the skylight over the staircase, with a flat topped dormer window (to provide adequate headroom).

Public Path Diversion Order Plumpton College

Footpath 27a (part) Plumpton College, Ditchling Road, Plumpton BN7 3AE.

Decisions to note:

251. Correspondence

252. Finance Committee

Cllr PB

- a. To ratify the Finance Committee minutes of 14th September 2021
- b. To adopt expenditure as itemised on the schedules
- c. To adopt year to date accounts

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- d. To adopt combined bank balances
- e. Potential Community Infrastructure Levy Projects
- Neighbourhood Plan Update

CIIr NB

- 254. To discuss/approve extra urban verge cuts for 2022/2023
- 255. To note and action if necessary monthly RA reports.
- 256. Committee/Working Group Reports
 - a. Transport and Environment/Footpaths/Policing

Cllr NB

i. Allotments update

Cllr RJ

- ii. To agree £2000 from CIL for the establishment of a Community Orchard. Cllr NB
- iii. Update on the registering of the Fountain Inn as a community asset.
- iv. Update on feasibility of installing an electric car charging point at the VH.
- v. To agree community match application and £4000 budget for improving road safety on Southdowns/Station Road junction.
- vi. To discuss/approve costing for speed activation sign of £2200.
- b. Village Hall
 - i. Management of pond vegetation and wild area between pond and footpath.
 - ii. Solar panels
- c. Playing Field/Pavilion
 - i. To note playpark & skatepark inspection and action where necessary
 - ii. Grant of easement and substation at tennis courts update and possessory title.
 - iii. To approve child safety recommendation works of £3800 within playing field car park
 - iv. To discuss hedge relaying near playpark.
 - v. Tennis Track passing place
 - vi. To approve pavilion roof repair by Soan roofing of £1640 + VAT
- d. Events Committee
 - i. Jubilee Celebrations update.
- 257. Interaction with Plumpton Primary School
- 258. Communications/Website
- 259. Items to be reported by Parish Councillors and/or to be included in future meetings
- 260. Expiry of LDC Local Plan Part 1
 - (i) Planning Liaison Working Group update

Dates of next meetings:

9th November 2021 – Parish Council Finance Committee meeting 19.00

9th November 2021 - Parish Council Meeting 19:45

Anita Emery
Plumpton Parish Clerk

PO Box 292 Hartfield



Anita Emery | Parish Clerk 05/10/2021



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Minutes of the Parish Council Meeting held at the Village Hall on 14th September 2021 at 19:45.

Present: Cllr N Beaumont – Chair (Cllr NB), Cllr P Stevens (Cllr PS), Cllr P Burford (Cllr PB), Cllr N Shefras (Cllr NDS), Cllr Jim Brown (Cllr JB), Cllr R Jury (Cllr RJ), District Councillor R Banks (Cllr RB) and County Councillor S Osborne (Cllr SO).

Absent: Cllr Nick Satchell (Cllr NS), Cllr A Gardiner (Cllr AG).

Also present, Anita Emery (Clerk & RFO).

MOP's: 3

- 225. To accept apologies for absence
 - Cllrs Gardiner and Satchell tendered their apologies and reasons accepted.
- 226. To accept the resignation of Cllr Peter Morgan and to note casual vacancy.
 - Unanimously agreed to accept the resignation of Peter Morgan. PPC wished to note that
 they were sorry to see Peter leave and would like to thank him for all his work on behalf
 of PPC. Casual vacancy was duly noted.
- 227. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
 - None
- 228. To Approve Minutes from Parish Council meeting held on 10th August 2021
 - Unanimously agreed to approve the minutes of the meeting held on 10th August 2021.
 Cllr NB signed the minutes to that effect.
- 229. Clerk's Report and discuss any Matters Arising from previous meeting.
 - Nothing items were on agenda.
- 230. Brief Report from the County and District Councillor on matters affecting this Parish.

County

 At the meeting of the County Council on the 15th October 2019, East Sussex County Council declared a Climate Emergency and set a target to achieve carbon neutrality by 2050. However Lib Dem councillors at the recent council meeting proposed that in light of increased evidence of the impact of global warming and the urgency required in order to address this, East Sussex County Council should revise that target to 2030 and with immediate effect establish a plan of actions in order to deliver on this target.

t: 07570 445501



- Unfortunately, all the Conservative councillors rejected our proposal and so our motion was defeated.
- ESCC have apologised regarding the Special Educational Needs home to school transport problems that have occurred over the tender.
- · Waiting to see details on adult social care.
- Has worked on helping Cllr NB with the feasibility study on Station Road. Cllr NB thanked Cllr SO.

District

- Cllr RB reported there was no decision on Nolands yet. Arranging a follow up meeting to obtain definitive decision. Clerk advised LDC have decided not to send decision notices to parish councils going forward, you now have to search for them on LDC website on a daily basis.
- There was in the region of 2500 responses to the Issues and Options consultation, many generated by concerns on the Eton site.
- Bus consultation has been responded to in order to improve local bus service.
- Waste and recycling service if there are any comments to let Cllr RB know. Cllr RB still working on the dual recycling at the playing field car park.
- Cllr PS asked Cllr RB if he is tracking the traveller site applications. Cllr RB has not seen anything. Cllr PS pointed out the equestrian centre application that is currently pending.
- Regarding the Nolands site, there is a planning meeting at LDC on 6th October and Nolands
 Farm should be discussed then. The outcome should therefore be known by the next PPC
 meeting Cllr RB stated that no decision had formally been announced or communicated to him
 by planning officers so he would check.
- 231. Questions from Members of the Public limited to a maximum of 15 minutes in total
 - Mr Speirs wished it noted that following his appearance a couple of meetings ago he is moving forward and working with Cllr Jury (chair of playing field committee) and wished to relay his thanks to him. This was duly noted. Mr Speirs wished to speak to Council about the Community Orchard proposal at the playing field. He wished it noted that all the playing field users (sports clubs) were against it and why is it now a favourite site? Cllr NB advised he was unaware of the clubs being so anti but having looked at the village green and allotment area this was the most suitable place. After a lengthy discussion Cllr NB will attend the next playing field committee meeting. Clerk to arrange date and make an agenda item.
- 232. To approve the formation of PPC Events Committee (4 Members) and elect a chair and content of terms of reference to be discussed.
 - It was unanimously agreed to form PPC Events Committee mainly for the Jubilee celebrations 2022 consisting of the following members;
 - i) Cllr Paul Burford
 - ii) Cllr Alison Gardiner
 - iii) Cllr Nick Beaumont
 - iv) Cllr Jim Brown
 - v) Cllr Paul Stevens was happy to be deputy to Cllr Burford if and when required.
 - It was agreed that the election of the Chair would be the first business at the inaugural PPCEC meeting. Clerk to arrange Terms of Reference and discuss over email the



content and designation of authority to spend with Council. Clerk to arrange meeting and terms of reference. **Clerk to action.**

- 233. Update from Village Society on Jubilee Celebrations.
 - Lee Stevens Chair of the Village Society updated PPC on current Jubilee plans specifically circulating prior to the meeting a draft budget of potential spend. It was agreed in principle to proceed with option 3 with a draft budget of £2500. Clerk to include in PPC budget prep next month. **Clerk to action.**

234. Planning applications

• Cllr NB requested that item 243 be bought forward. Duly agreed.

LW/21/0386

Providence, Ashurst Lane, Plumpton

Proposed internal alterations alongside the conversion of the existing integral garage, addition of a first floor balcony to the proposed hallway, removal of an existing box dormer to be replaced with a gable and as well as the introduction of a new pool house and swimming pool.

• Unanimously agreed to submit a no comment response. Clerk to action.

Decisions to note:

None

243. Expiry of LDC Local Plan Part 1

- (i) Planning Liaison Working Group update
- (ii)To ratify the Issues and Options document submitted to LDC on 3rd September 2021.
- Cllr PS advised that the updated report will be circulated shortly, but a brief update was provided to PPC: The main activity had been the response to the consultation on Issues and Options, which was submitted on time. Cllr NB had been in touch with the inter parish council group and had received copies of some parishes responses.
- It was unanimously agreed to ratify (ii) above.

235. Correspondence

• Item 12. Glyn Wells – Clerk advised Glyn had some comments regarding the hedge that run along the playpark and he suggested it be re-laid as per the allotment hedge using volunteers etc. Cllr NB asked for a copy of the email and to put on next months agenda. **Clerk to action.**

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• Cllr PB asked about item 2. Clerk advised LDC asked if PPC had a parish flag so that they could fly the flag in Lewes along with other parishes every so often. Clerk advised PPC did not have a flag.

236. Finance Committee

- i) To ratify the Finance Committee minutes of 10th August 2021
- ii) To adopt expenditure as itemised on the schedules
- iii) To adopt year to date accounts
- iv) To adopt combined bank balances
- v) Community Infrastructure Levy Update
 - Cllr PB reported there were a few late additions to the expenditure but other than that nothing more to report. Cllr PB updated PPC on the Sigma Homes CIL and advised PPC will receive a total of £59,166.15 over the course of the next year. There being no further questions, Cllr PB asked PPC to ratify 236 (i) and to adopt 236 (ii to iv).
 - It was unanimously agreed to ratify 236 (i) and adopt 236 (ii-iv).

Neighbourhood Plan Update

- Cllr PS reported the Sigma build was having delays due to material supplies.
- Planning documentation had been received from Millwood Homes for their planning application at the Glebe site it was noted this had not been received from LDC yet.
- Cllr NB reported nothing further on Riddens Lane it has outline planning with reserves matters. Nothing further on Strawlands.
- (i) To decide on PPC's membership cost of £36 p.a. to CPRE (Campaign to Protect Rural England).
 - It was unanimously agreed to join CPRE at £36 p.a. Clerk and Cllr NB signed the direct debit mandate.
- 238. To note and action if necessary monthly RA reports.
 - Nothing to note or action.
- 239. Committee/Working Group Reports
 - a) Transport and Environment/Footpaths/Policing
 - Cllr NB reported on the safety around Southdowns and Station Road near the school. ES Highways have conducted a feasibility study and two items on the report were to repaint 'SLOW' improve signage and change the crossing point. The cost would be in the region of £8,000. However PPC need to go through Community Match Funding in order to part fund, deadline is the end of October. Cllr NB putting consultation on the website and asked Cllr RB to send consultation to the school. Clerk to put onto next months agenda. Clerk to action.



• Cllr NB reported on the Speed Activation Sign. A ball park figure for the sign is £2,200 which is moveable and price includes 2 solar panels. Cllr NDS asked about whether a license is needed and what the installation costs would be. Clerk to put on next months agenda. **Clerk to action.**

i) Allotments update

- Cllr RJ reported that the new plots that had been formed are now overgrowing.
 Clerk advised no one on the wait list and one gentleman wanted a plot but she
 had not heard further from him. It was recommended to advertise in the parish
 magazine once the plots had been turned over again. Cllr JB would turn them
 over in Oct/November and then readvertise. Clerk to advertise on Facebook
 page. Clerk to action.
- ii) Update on the Community Woodland/Orchard
 - Cllr NB advised there is support from residents for the creation of a Community
 Orchard and is confident a working party to arrange supply, planting and
 managing an Orchard would be successful. Cllr NB cited the Station Partnership
 group as an example of the community coming together to look after the
 planting at the Station. This group has been running successfully for the last 3
 years. Cllr NB to attend the next PF committee meeting to discuss with users.
- iii) Update on the registering of the Fountain Inn as a community asset.
 - Clerk advised this has been posted to LDC and will report back once she hears anything.
- iv) Update on feasibility of installing an electric car charging point at the VH.
 - Agreed to defer. Clerk advised at the Clerks forum charging points were discussed. She advised PPC to look at the Kent County Council module as all responsibility for the unit etc would come under KCC. ESCC have yet to start such an initiative. Cllr RB to obtain contacts at ESCC.
- b) Village Hall
 - Cllr NS sent the following report to the Clerk in his absence;
 - Gutter repairs underway
 - Painting of outside windows underway
 - Fencing completed
 - New taps in the ladies & gents toilets completed
 - Had a fixed asset/budget session with Alison and Paul Burford today, all progressing nicely.
 - Cllr RJ advised the VH Manager had reported grass and garden waste being dumped on the path by VH. This was noted by Council.
- i) Management of pond vegetation and wild area between pond and footpath.

• Cllr NB advised no communication from Plumpton College.

ii) Solar panels

• Cllr RJ reported on behalf of Cllr NS that the pigeon mess was causing issues and problems. Cllr PB advised he is aware of the need to spend and he has asked Cllr NS for the projected income for the VH for the second half of the year. To discuss next month. Clerk to keep on agenda.

c) Playing Field/Pavilion

- i. To note playpark & skatepark inspection and action where necessary
- Duly noted and nothing to report.
 - ii. Grant of easement and substation at tennis courts update and possessory title.
- Clerk advised HM Land registry advised the boundary lines on the 2012 map search was correct. Could PPC prove that the area has been maintained by PPC? After a short discussion it was agreed for the Clerk to contact UKPN to see if they still want to put the substation on the unregistered land. Clerk advised that the Tennis Club lease had been executed but not completed because the two transactions needed to be done at the same time with UKPN. In order to grant the new lease to the tennis club wording would need changing to allow easement with UKPN for utilities. Clerk to action and speak with UKPN.
 - iii. To discuss return of senior football and pitch allocation.
- Cllr RJ reported both junior and senior football met and discussed allocation between them. The fees would be split as follows; Junior £2100 per season and Senior £400 per season. Cllr RJ had written a note on the meeting and asked the Clerk to distribute to Council. **Clerk to action.**
 - iv. Update on the child safety recommendation within playing field car park
- Cllr JB advised Council prior to the meeting the path recommendation which was the safest option for parent and child. Cost to install the path etc for materials only would be £3800 labour donated by Cllr JB and parent helpers. There was an argument that if the new pavilion project were to happen in 2-3 years then could this possibly be a waste of resources initially as the redesign would incorporate a new path. A cheaper option using a type 1 surface could be put down as a temporary measure but it would not last long, a full concrete path costs £3774. It was agreed that it was a project that would benefit from the CIL money currently sat in EMR. It was agreed to put the cost and approval request on next months agenda. Clerk to action.
 - v. Fields in Trust update on tennis track passing place.
- Clerk advised Fields in Trust do not have an issue with concrete passing places being put in on the track. Cllr JB will advise PPC of quotes as existing one was



from February. Cllr JB to action. Clerk to leave as agenda item in order to budget.

- vi. To discuss quotes regarding repairs to pavilion roof.
- Cllr RJ advised three quotes had been received, first quote did not have the correct detail. Other two quotes were Goldsmith for £1200 and Soan £1640 + VAT. It was agreed in principle to use Soan and take from the PF 3-5 year maintenance budget line and for Cllr RJ to schedule a date with contractor. Clerk to put on next months agenda for lawful approval. **Clerk to action.**
 - vii. To discuss work at Percy's Patch
- Clerk advised Fred Symes had visited Percy's Patch and although a little maintenance was required the area was in good health. Clerk advised if PPC wanted to meet with Fred to discuss options for the area. **Clerk to arrange.**
- Clir RJ also wished to note that the football club reported some large divots in the field which were cosmetic. He had also received a quote from Bourne Sport for sanding the public football area. It was agreed that this should be part of the spring maintenance.
- d) Interaction with Plumpton Primary School
 - Nothing to report. It was noted that Peter Morgan liaised with the school and there
 wasn't a Cllr who had children at the school. To be discussed next month.
- e) Communications/Website
 - Feasibility study and Issues and Options statement had been uploaded. Clerk to speak to website administrator about putting a poll on website regarding feasibility study. Clerk to action.
- f) Items to be reported by Parish Councillors and/or to be included in future meetings.
 - Cllr PS requested New Pavilion Project to be on next months agenda. Clerk to action.
 - Clerk advised she had received two quotes for the defib at the shop. St Johns
 Ambulance £1007 (inc 5% discount) and London Hearts at £795 + VAT. In light of
 the urgency to get it replaced it was agreed to go ahead with London Hearts and
 ratify at the next meeting. Funds to be taken from VAP EMR. This was duly agreed.
 Clerk to action.

Meeting Closed: 22:20

Dates of next meetings:

12th October 2021 – Parish Council Finance Committee meeting 19.00

12th October 2021 - Parish Council Meeting 19:45

Anita Emery | Parish Clerk 15/09/2021







Correspondence List for Plumpton Parish Council

Received since 9th September 2021

Subject / Type of Correspondence

21.

Communicated to

1. LDC – newsletter	Clerk/PPC
2. Carole Nicholson – Harvest festival lunch	Clerk/PPC
3. M Caulfield – various	Clerk/PPC
4. Unity Trust Bank	Clerk
5. London Heart – new defib quote	Clerk
6. Rural Network – newsletter	Clerk/PPC
7. ESALC – Various	Clerk/PPC
8. S Falconer – Road Safety consultation	Clerk/NB
9. J Duggan – Road safety consultation	Clerk
10. ESCC – Crowdfunding	Clerk/NB/PS
11. P Mcvean – substation	Clerk
12. F Symes – percy's patch	Clerk
13. D Timmins – Overhanging sycamore	Clerk/NS
14. S Akers – Flower Club	Clerk
15. A Clarke – LDC – tax base	Clerk
16. A Crozier – Tenterden hedge	Clerk
17. L Wilson – LDGroup AGM	Clerk/PPC
18. M Atkin – Substation	Clerk
19. P Bland – Millwood	Clerk
20.	

Plumpton Playing Field

Bank - Cash and Investment Reconciliation as at 5 October 2021

Confirmed Ba	ank & Investment Balances		
Bank Statement Balances			
05/10/2021	Current Account	15,333.11	
05/10/2021	Deposit Account	13,656.00	
05/10/2021	Pavilion Account	1,247.15	
31/03/2018	NSI Investment Account	1,705.59	
			31,941.85
Unpresented Payments			
			80.61
			31,861.24
Receipts not on Bank Statemer	<u>nt</u>		
			0.00
Closing Balance			31,861.24
All Cash & Bank Accounts			
1	Current Account		15,252.50
2	Deposit Account		13,656.00
3	Pavilion Account		1,247.15
4	NSI Investment Account		1,705.59
	Other Cash & Bank Balances		0.00
	Total Cash & Bank Balances		31,861.24

Plumpton Parish Council

Bank - Cash and Investment Reconciliation as at 5 October 2021

Confirmed Ba	ank & Investment Balances		
Bank Statement Balances			
05/10/2021	PPC 2	70,305.94	
05/10/2021	PPC1	4,057.87	
05/10/2021	Reserve Account	25,027.21	
			99,391.02
Unpresented Payments			
			3,343.44
			96,047.58
Receipts not on Bank Statemer	<u>nt</u>		
			0.00
Closing Balance			96,047.58
All Cash & Bank Accounts			
1	Current Bank Accounts		71,020.37
2	Reserve Account		25,027.21
	Other Cash & Bank Balances		0.00
	Total Cash & Bank Balances		96,047.58

Plumpton Village Hall

Bank - Cash and Investment Reconciliation as at 5 October 2021

Confirmed B	ank & Investment Balances		
Bank Statement Balances			
05/10/2021	Current Account	23,803.32	
05/10/2021	Deposit Account	14,581.50	
			38,384.82
Unpresented Payments			
			1,108.60
		_	37,276.22
Receipts not on Bank Statemer	<u>nt</u>		
			100.00
Closing Balance		_	37,376.22
All Cash & Bank Accounts		_	
1	Current Account		22,794.72
2	Deposit Account		14,581.50
	Other Cash & Bank Balances	_	0.00

Total Cash & Bank Balances

37,376.22

PLUMPTON (C)

PLUMPTON PARISH COUNCIL

FINANCE COMMITTEE

Minutes of the Finance Committee held at the Village Hall on 14th September 2021 at 19.00.

Present: Cllr P Burford (Cllr PB, Chair), Cllr P Stevens (Cllr PS), Cllr N Beaumont (Cllr NB),

Also in attendance: Anita Emery (Clerk & RFO).

Absent: Cllr Alison Gardiner (Cllr AG) and Cllr Nick Satchell (Cllr NS).

Members of the Public: 0

- 97. To accept apologies for absence
 - Cllr Gardiner and Cllr Satchell both tendered their apologises and reasons were accepted.
- 98. Declaration of pecuniary and disclosable interests in respect of matters to be discussed.
 - None
- 99. To Approve Minutes from the Finance Committee meeting held on 10th August 2021.
 - It was unanimously agreed to approve the minutes of the meeting held on 10th
 August 2021. Cllr Stevens signed to that effect as Cllr Burford was absent at that
 meeting.
- 100. Clerks Report on any Matters Arising from previous Meetings
 - Nothing to report
- 101. To approve expenditure items as itemised on the schedules.
 - a. Report 1 PPC Expenditure
 - b. Report 2 VH Expenditure
 - c. Report 3 PF Expenditure
 - Clerk advised there were some late additional expenditures to add as followed;
 - PPC £7.99 Apple press maintenance, £58.80 for Lych Gate plaque and £28.12 for PCC. Clerk advised the final two expenditure were the final payments in relation to the Lych Gate and this can be closed. Duly noted.
 - VH £42 Window Cleaning
 - PF £43 window cleaning and £127.00 Plumpton Signs.
 - It was therefore agreed to release the payments of PPC £11,195.15, VH £3627.06 & PF £2239.84. Cllr Burford signed to that effect.

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PLUMPTON

PLUMPTON PARISH COUNCIL

- 102. To approve bank statements and reconciliations.
 - Unanimously agreed and Cllr Burford signed to that effect. Cllr Beaumont seconded.
- 103. To approve year to date accounts.
 - a. Report 1 PPC YTD
 - b. Report 2 VH YTD
 - c. Report 3 PF YTD
 - Clerk to look at the maintenance budget line of the VH to make sure the appropriate expenditure has been allocated correctly. **Clerk to action.** Cllr PB is waiting on the estimate on income for the year end from the VH.
 - Clerk to look at the Feed In Tariff to check expiry of the contract. Clerk to action
 - Unanimously approved the year to date accounts.
- 104. Community Infrastructure Levy
 - Clerk reported the CIL money for Sigma Homes would be received in 3 tranches.
 1st October 2021 £5916.62, 2nd Feb 2022 £29,583.07 and 3rd August 2022 £23,666.46. This was duly noted.
- 105. Discuss moving bank accounts from Barclays to Unity Trust
 - Clerk advised she had contacted Unity Trust and was waiting to hear back on bank charges etc. Clerk to report back.
- 106. Update on PPC credit/debit card.
 - Clerk advised Unity Trust do not offer debit cards only credit cards and will report back next month along with item 105. **Clerk to report back.**
- 107. Update on review of fixed asset list
 - Cllr PB reported he had received the draft from Cllr NS but more work still required but can confirm the basis has been done of what was required. Cllr NS had reported that the first draft of the 2022/23 budget for the VH had been drawn up.
- 108. To discuss feasibility of electric car charger at VH car park.
 - · Agreed to defer as Cllr NS absent.
- 109. To discuss and consider S137 grant applications.
 - Applications had been sent to committee prior to the meeting. Two applications received.
 - 1. Hospice in the Weald agreed to donate £250 directly to the Hospice as the application was to waiver the hall hire for their festive fair. **Clerk to action.**

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- 2. Plumpton Flower Club agreed in principle up to £250, however FC wished to know what level of financial difficulty the Flower Club were in. Clerk to report back to FC via email.
- 110. To start discussions on 2022/2023 budget setting.
 - Cllr PB confirmed budget process had started.
- 111. Questions from Parish Councillors and items to be added at the next meeting
 - Cllr NB requested the Feasibility Study and Speed Activated Signs be on next months
 - Jubilee celebration costings to be put on next months agenda. Clerk to action.

Meeting closed: 19.45

Dates of Next Meetings:

12th October 2021 - Parish Council Finance Committee 19:00 at Village Hall

12th October 2021 – Parish Council Meeting 19:45 at Village Hall

Anita Emery | Parish Clerk | 15/09/2021

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Page 1

Plumpton Parish Council

Time: 11:51

Current Bank Accounts

List of Payments made between 05/08/2021 and 09/09/2021

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
09/09/2021	SLCC	212253	185.00	ANNUAL CLERK SUBS
09/09/2021	Surrey Hill Solicitors	212254	750.00	FEES RE POSSESSORY TITLE
09/09/2021	East Sussex Pension Fund	212255	608.39	SEPT PENSION
09/09/2021	SALARIES	212256	2,069.89	SEPT SALARIES
09/09/2021	HMRC	212257	179.91	SEPT PAYE/NIC
09/09/2021	Anita Emery	212258	63.25	CLERKS EXPENSES
09/09/2021	Barclays	1.80	1.80	BANK CHARGES
09/09/2021	Playing Field a/c	PF	7,242.00	2ND TRANCHE GRANT

Total Payments

11,100.24

Time: 13:41

Current Account

List of Payments made between 05/08/2021 and 09/09/2021

<u>Date Paid</u>	Payee Name	<u>Reference</u>	Amount Paid Authorized Ref	Transaction Detail
11/08/2021	LUCY RAWCLIFFE	212232	100.00	HALL DEPOSIT RETURN
11/08/2021	VIKING DIRECT	212233	85.81	STATIONERY
09/09/2021	Jane Donovan	212234	17.50	VH MANAGER EXPENSES
09/09/2021	INITIAL WASHROOM HYGIENE	212235	38.36	HYGIENE UNIT 1.6.21-31.8.21
09/09/2021	INITIAL WASHROOM HYGIENE	212236	38.36	HYGIENE UNIT 1.3.21-31.5.21
09/09/2021	INITIAL WASHROOM HYGIENE	212237	36.19	HYGIENE UNIT 1.6.20-31.8.20
09/09/2021	INITIAL WASHROOM HYGIENE	212238	36.19	HYGIENE UNIT 1.3.20-31.5.20
09/09/2021	INITIAL WASHROOM HYGIENE	212239	38.36	HYGIENE UNIT 1.12.20-28.2.21
09/09/2021	INITIAL WASHROOM HYGIENE	212240	36.19	HYGIENE UNIT 1.12.19-29.2.20
09/09/2021	MALCOLM BEARD	212241	542.00	MALCOLM BEARD VH WINDOWS
09/09/2021	CJS Portsmouth	212242	139.54	CLEANING SUPPLIES
09/09/2021	ROB WESTGATE	212243	1,764.00	NEW POST AND RAILS
09/09/2021	ALLEN UPTON	212244	475.00	LADIES TOILETS TAP MAINTENAN
09/09/2021	PLUSNET	212245	30.00	BROADBAND
09/09/2021	Opus Energy	212246	144.80	E;ECTRIC 9.7-8.8.21
09/09/2021	Business Stream	212247	62.76	WATER SUPPLY

Total Payments

3,585.06

Time: 14:19

Current Account

List of Payments made between 05/08/2021 and 09/09/2021

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
11/08/2021	Brighton Permaculture Trust	212254	70.00	Site assessment for Com orchar
09/09/2021	CASTLE WATER	212255	0.90	WASTE WATER
09/09/2021	Lewes District Council	212256	18.00	PLAYPARK INSPECTION
09/09/2021	FRED SYMES	212257	1,480.00	TREE WORK & FENCE AT PLAYPARK
09/09/2021	A CHRISTIE	212258	350.00	REPAIR TO PAV ENTRANCE FLOOR
09/09/2021	OPUS ENERGY	212259	58.89	ELECTRIC
09/09/2021	PLUSNET	212260	32.38	BROADBAND
09/09/2021	PLUSNET	212261	54.67	BROADBAND
09/09/2021	CASTLE WATER	CASTDD	5.00	MONTHLY DD WATER

Total Payments 2,069.84

Page 1

Plumpton Parish Council

Time: 11:51

Current Bank Accounts

List of Payments made between 05/08/2021 and 09/09/2021

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
09/09/2021	SLCC	212253	185.00	ANNUAL CLERK SUBS
09/09/2021	Surrey Hill Solicitors	212254	750.00	FEES RE POSSESSORY TITLE
09/09/2021	East Sussex Pension Fund	212255	608.39	SEPT PENSION
09/09/2021	SALARIES	212256	2,069.89	SEPT SALARIES
09/09/2021	HMRC	212257	179.91	SEPT PAYE/NIC
09/09/2021	Anita Emery	212258	63.25	CLERKS EXPENSES
09/09/2021	Barclays	1.80	1.80	BANK CHARGES
09/09/2021	Playing Field a/c	PF	7,242.00	2ND TRANCHE GRANT

Total Payments

11,100.24

Time: 13:41

Current Account

List of Payments made between 05/08/2021 and 09/09/2021

<u>Date Paid</u>	Payee Name	<u>Reference</u>	Amount Paid Authorized Ref	Transaction Detail
11/08/2021	LUCY RAWCLIFFE	212232	100.00	HALL DEPOSIT RETURN
11/08/2021	VIKING DIRECT	212233	85.81	STATIONERY
09/09/2021	Jane Donovan	212234	17.50	VH MANAGER EXPENSES
09/09/2021	INITIAL WASHROOM HYGIENE	212235	38.36	HYGIENE UNIT 1.6.21-31.8.21
09/09/2021	INITIAL WASHROOM HYGIENE	212236	38.36	HYGIENE UNIT 1.3.21-31.5.21
09/09/2021	INITIAL WASHROOM HYGIENE	212237	36.19	HYGIENE UNIT 1.6.20-31.8.20
09/09/2021	INITIAL WASHROOM HYGIENE	212238	36.19	HYGIENE UNIT 1.3.20-31.5.20
09/09/2021	INITIAL WASHROOM HYGIENE	212239	38.36	HYGIENE UNIT 1.12.20-28.2.21
09/09/2021	INITIAL WASHROOM HYGIENE	212240	36.19	HYGIENE UNIT 1.12.19-29.2.20
09/09/2021	MALCOLM BEARD	212241	542.00	MALCOLM BEARD VH WINDOWS
09/09/2021	CJS Portsmouth	212242	139.54	CLEANING SUPPLIES
09/09/2021	ROB WESTGATE	212243	1,764.00	NEW POST AND RAILS
09/09/2021	ALLEN UPTON	212244	475.00	LADIES TOILETS TAP MAINTENAN
09/09/2021	PLUSNET	212245	30.00	BROADBAND
09/09/2021	Opus Energy	212246	144.80	E;ECTRIC 9.7-8.8.21
09/09/2021	Business Stream	212247	62.76	WATER SUPPLY

Total Payments

3,585.06

Time: 14:19

Current Account

List of Payments made between 05/08/2021 and 09/09/2021

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
11/08/2021	Brighton Permaculture Trust	212254	70.00	Site assessment for Com orchar
09/09/2021	CASTLE WATER	212255	0.90	WASTE WATER
09/09/2021	Lewes District Council	212256	18.00	PLAYPARK INSPECTION
09/09/2021	FRED SYMES	212257	1,480.00	TREE WORK & FENCE AT PLAYPARK
09/09/2021	A CHRISTIE	212258	350.00	REPAIR TO PAV ENTRANCE FLOOR
09/09/2021	OPUS ENERGY	212259	58.89	ELECTRIC
09/09/2021	PLUSNET	212260	32.38	BROADBAND
09/09/2021	PLUSNET	212261	54.67	BROADBAND
09/09/2021	CASTLE WATER	CASTDD	5.00	MONTHLY DD WATER

Total Payments 2,069.84

Time: 11:40

Current Account

List of Payments made between 10/09/2021 and 05/10/2021

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
05/10/2021	Lewes District Council	212262	27.14	BINS 1.1031.12.2021
05/10/2021	Lewes District Council	212263	18.00	PLAY INSPECTION 1.10-31.10
05/10/2021	J&B WINDOW CLEANING	212264	43.00	J&B WINDOW CLEANING
05/10/2021	PLUMPTON SIGNS	2121265	127.00	PLUMPTON SIGNS
05/10/2021	Lewes District Council	212266	18.00	PLAYPARK INSPECTION AUG
05/10/2021	PLUSNET	212267	17.47	BROADBAND
05/10/2021	CASTLE WATER	DD	5.00	WATER SUPPLY
05/10/2021	OPUS ENERGY	212268	342.70	ELECTRIC 17.8-15.9.2021

Total Payments

598.31

Page 1

Plumpton Parish Council

Time: 17:20

Current Bank Accounts

List of Payments made between 10/09/2021 and 05/10/2021

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
05/10/2021	Lewes District	212259	187.20	DOG BINS 1.10-31.12.21
05/10/2021	MARTIN GILBERT APPLE PRES	S 212260	7.99	MARTIN GILBERT APPLE PRESS
05/10/2021	LEE STEVENS	212261	58.80	LYCH GATE FINAL EXPENDITURE
05/10/2021	SALARIES MTH 7	212262	2,069.69	SALARIES MTH 7
05/10/2021	HMRC PAYE MTH 7	212263	179.91	HMRC PAYE MTH 7
05/10/2021	East Sussex Pension Fund	212264	608.39	East Sussex Pension Fund MTH 7
05/10/2021	Anita Emery	212265	63.25	CLERK STANDING EXPENSES
05/10/2021	ST PETER AND ST JAMES'S	212266	250.00	S137 GRANT DONATION ST PETER &
05/10/2021	Treaty Services Ltd	212267	85.00	WEBSITE HOST I YEAR
05/10/2021	Treaty Services Ltd	212268	150.00	WEBSITE SUPPORT JUL-SEPT
05/10/2021	PCC LYCH GATE RESIDUAL	212269	28.12	PCC LYCH GATE RESIDUAL CASH
05/10/2021	BARCLAYS BANK CHG	BARC	1.80	BARCLAYS BANK CHG

Total Payments

3,690.15

Time: 17:46

Current Account

List of Payments made between 10/09/2021 and 05/10/2021

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
05/10/2021	Jane Donovan	212248	161.82	JD VH BORDERS EXPENSES
05/10/2021	LEWES DISTRICT COUNCIL	212249	220.87	DOMESTIC AND RECYCLING BINS
05/10/2021	J&B SERVICES	212250	42.00	J&B SERVICES WINDOW CLEANING
05/10/2021	VIKING	212251	59.34	VIKING TONERS
05/10/2021	CJS Portsmouth	212252	62.35	CLEANING SUNDRIES
05/10/2021	JANE DONOVAN EXPENSES	212253	66.21	JANE DONOVAN EXPENSES
05/10/2021	PLUSNET	212254	30.00	AUG BROADBAND
05/10/2021	PLUSNET	212255	54.67	SEPTEMBER BROADBAND
05/10/2021	Opus Energy	212256	136.32	ELECTRIC SEPT

Total Payments 833.58

Plumpton Playing Field

Detailed Receipts & Payments by Budget Heading 05/10/2021

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u>	Income							
1090	Interest Received	1	6	5			11.3%	
1110	Grants Received	14,484	14,484	0			100.0%	
1115	Donations Received	48	0	(48)			0.0%	
1130	Hiring Income	4,578	7,933	3,355			57.7%	
1140	Fundraising Income	0	1,000	1,000			0.0%	
	Income :- Receipts	19,110	23,423	4,313			81.6%	0
	Net Receipts	19,110	23,423	4,313				
<u>101</u>	Payments							
4010	Electricity	2,258	3,713	1,455		1,455	60.8%	
4011	Water	440	350	(90)		(90)	125.9%	
4015	Grass & Pitch	4,239	8,000	3,761		3,761	53.0%	
4025	Window Cleaner	43	200	157		157	21.5%	
4050	Telephone/Internet	187	350	163		163	53.5%	
4055	Insurance & Licences	913	950	37		37	96.1%	
4070	Maintenance	1,870	3,000	1,130		1,130	62.3%	
4076	Miscellaneous Expenditure	166	0	(166)		(166)	0.0%	
4090	Fire Inspection	0	250	250		250	0.0%	
4200	Pavilion	2,070	0	(2,070)		(2,070)	0.0%	1,850
4210	Skatepark	0	400	400		400	0.0%	
4211	Play Park	5,834	3,000	(2,834)		(2,834)	194.4%	
4400	3-5 Year Plan (Pavilion)	0	3,000	3,000		3,000	0.0%	
	Payments :- Indirect Payments	18,021	23,213	5,192	0	5,192	77.6%	1,850
	Net Payments	(18,021)	(23,213)	(5,192)				
6000	plus Transfer from EMR	1,850						
	Movement to/(from) Gen Reserve	(16,171)						
999	VAT Data							
115	VAT Refunds	1,802	0	(1,802)			0.0%	
	VAT Data :- Receipts	1,802	0	(1,802)				
515	VAT on Payments	1,484	0	(1,484)		(1,484)	0.0%	
	VAT Data :- Indirect Payments	1,484	0	(1,484)	0	(1,484)		0
	Net Receipts over Payments	318	0	(318)				

Detailed Receipts & Payments by Budget Heading 05/10/2021

REPORT 3

11:41

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	20,913	23,423	2,510			89.3%	_
Payments	19,505	23,213	3,708	0	3,708	84.0%	
Net Receipts over Payments	1,408	210	(1,198)				
plus Transfer from EMR	1,850						
Movement to/(from) Gen Reserve	3,258						

17:23

Plumpton Parish Council

Detailed Receipts & Payments by Budget Heading 05/10/2021

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u>	Receipts							
1076	Precept	62,172	62,172	0			100.0%	
1090	Interest Received	5	100	95			4.5%	
1100	Allotment Rent	188	180	(8)			104.2%	
1115	APPLE PRESS INCOME	175	0	(175)			0.0%	
1150	Miscellaneous Income	55	0	(55)			0.0%	
1151	ANNUAL INSURANCE	2,498	0	(2,498)			0.0%	
	Receipts :- Receipts	65,093	62,452	(2,641)			104.2%	0
	Net Receipts	65,093	62,452	(2,641)				
<u>101</u>	Payments							
4000	SALARIES	14,489	28,314	13,825		13,825	51.2%	
4005	PAYE & NIC	1,385	1,271	(114)		(114)	109.0%	
4006	Pension	4,270	6,324	2,054		2,054	67.5%	
4010	Office Allowance	452	1,100	648		648	41.1%	
4015	Subs & Charges	989	1,365	376		376	72.5%	
4025	Stationery & Postage	355	960	605		605	37.0%	
4030	Printing	95	0	(95)		(95)	0.0%	
4040	Travel	16	0	(16)		(16)	0.0%	
4045	Training and Conference Fees	30	750	720		720	4.0%	
4046	Councillor's Expenses	113	100	(13)		(13)	113.3%	
4050	Telephone	58	0	(58)		(58)	0.0%	
4055	Insurance	2,686	300	(2,386)		(2,386)	895.5%	
4060	S137 Grants	250	1,500	1,250		1,250	16.7%	
4061	Charity Grants	14,484	14,484	0		0	100.0%	
4065	Bank Charges	13	50	37		37	25.2%	
4070	Maintenance	807	2,587	1,780		1,780	31.2%	
4071	Fixed Asset Maintenance	293	870	577		577	33.7%	
4073	Litter Bins	156	850	694		694	18.4%	
4075	Dog Bins	156	0	(156)		(156)	0.0%	
4076	Misc Expenditure	100	0	(100)		(100)	0.0%	
4080	Professional Fees	(500)	750	1,250		1,250	(66.7%)	
4081	IT	390	1,240	850		850	31.5%	
4082	Website	235	0	(235)		(235)	0.0%	
4085	Audit Fees	450	650	200		200	69.2%	
4090	Election Fees	0	1,000	1,000		1,000	0.0%	
4150	Speed Limit Community Match	0	500	500		500	0.0%	
4200	Contingency	0	1,000	1,000		1,000	0.0%	
4201	LEGAL FEES	1,225	0	(1,225)		(1,225)	0.0%	
4260	LYCH GATE EXPENDITURE	87	0	(87)		(87)	0.0%	
	Payments :- Indirect Payments	43,084	65,965	22,881	0	22,881	65.3%	0
	Net Payments	(43,084)	(65,965)	(22,881)				

17:23

Plumpton Parish Council

Detailed Receipts & Payments by Budget Heading 05/10/2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMF
999 VAT Data							
115 VAT Refunds	3,948	0	(3,948)			0.0%	
VAT Data :- Receipts	3,948		(3,948)				
515 VAT on Payments	633	0	(633)		(633)	0.0%	
516 VAT due to VH & PF accs	2,550	0	(2,550)		(2,550)	0.0%	
VAT Data :- Indirect Payments	3,183	0	(3,183)	0	(3,183)		
Net Receipts over Payments	764	0	(764)				
Grand Totals:- Receipts	69,041	62,452	(6,589)			110.6%	
Payments	46,267	65,965	19,698	0	19,698	70.1%	
Net Receipts over Payments	22,774	(3,513)	(26,287)				
Movement to/(from) Gen Reserve	22,774						

Plumpton Village Hall

Detailed Receipts & Payments by Budget Heading 05/10/2021

100 1090 1110 1130 1131				/ III I Gai I Giai	Expenditure	Available		to/from EMR
1110 1130								
1130	Interest Received	1	0	(1)			0.0%	
	Grants Received	4,000	0	(4,000)			0.0%	
1131	Hiring Income	8,558	27,320	18,762			31.3%	
	HALL HIRE DEPOSIT	200	0	(200)			0.0%	
1140	Fundraising Income	0	1,500	1,500			0.0%	
1150	Miscellaneous Income	100	0	(100)			0.0%	
1160	FIT Payments	2,727	5,250	2,523			52.0%	
	Income :- Receipts	15,586	34,070	18,484			45.7%	0
	Net Receipts	15,586	34,070	18,484				
<u>101</u>	<u>Payments</u>							
4002	VH Manager	72	0	(72)		(72)	0.0%	
4003	VH Manager Expenses	527	1,000	473		473	52.7%	
4010	Electricity	1,468	3,500	2,032		2,032	41.9%	
4011	Water	98	580	482		482	16.9%	
4015	Village Green Maintenance	931	3,800	2,869		2,869	24.5%	
4021	HALL DEPOSIT RETURNS	200	0	(200)		(200)	0.0%	
4050	Telephone/Internet	196	350	154		154	55.9%	
4055	Insurance & Licences	1,585	2,500	915		915	63.4%	
4070	Maintenance	3,941	1,500	(2,441)		(2,441)	262.8%	
4071	Bins	663	850	187		187	78.0%	
4077	Sundries	359	1,200	841		841	29.9%	
4090	Fire Inspection	596	1,155	559		559	51.6%	
4400	PWLB	2,364	4,900	2,536		2,536	48.3%	
4500	Projects	0	6,000	6,000		6,000	0.0%	
	Payments :- Indirect Payments	12,999	27,335	14,336	0	14,336	47.6%	0
	Net Payments	(12,999)	(27,335)	(14,336)				
999	VAT Data							
115	VAT Refunds	748	0	(748)			0.0%	
	VAT Data :- Receipts	748	0	(748)				
515	VAT on Payments	863	0	(863)		(863)	0.0%	
	VAT Data :- Indirect Payments	863	0	(863)	0	(863)		0
	Net Receipts over Payments	(115)		115				

Detailed Receipts & Payments by Budget Heading 05/10/2021

REPORT 2

17:47

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	16,333	34,070	17,737			47.9%	
Payments	13,862	27,335	13,473	0	13,473	50.7%	
Net Receipts over Payments	2,471	6,735	4,264				
Movement to/(from) Gen Reserve	2,471						