



1st May 2024

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council Wednesday 14th May 2024 at 19.45 at the Village Hall for the purpose of transacting the following business.

Members of the Public

Signed *Anita Emery*

Anita Emery (Clerk to Plumpton Parish Council)

The AGENDA is as follows:

Annual Statutory Meeting

1.
 - a. Election of Chairman for the year 2024/2025
 - b. Election of Vice Chair for the year 2024/2025
 - c. Receive Chair Declaration of Acceptance of Office
 - d. To resolve that the Parish Council meets the relevant conditions (6 elected members out of 9 seats and a qualified clerk) to use the General Power of Competence until the next election in 2027.
 - e. To consider the Scheme of Members Allowances for 2024/2025.
2. Appointment of Committees
 - a. Finance (5 members)
 - b. Village Hall Committee (3 members)
 - c. Playing Field and Pavilion Committee (3 members)
 - d. Planning Committee (All members)
 - e. Transport, Environment and Policing (4 members)
 - f. Communications Working Group (2 members)
 - g. Personnel Committee (3 members)
3. Representatives to Outside bodies
 - a. ESALC (2 members)
 - b. LDALC (2 members)
4. To review and approve the following governing documents;
 - a. Standing Orders
 - b. Finance Regulations including any direct debits
 - c. Code of Conduct
 - d. Data Protection Policy
 - e. Retention Policy
 - f. Risk Management Policy
 - g. General Privacy Notice
 - h. Freedom of Information



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- i. Equality and Diversity
- j. Recruitment Policy
- k. CCTV Policy
- l. Drone Policy
- m. Civility and Respect Pledge
- n. To note Anita Emery as Clerk as Proper Officer and Responsible Finance Officer

Main Meeting

5. To accept apologies for absence
6. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
7. To Approve Minutes from Parish Council meeting held on 16th April 2024
8. Clerk's Report and discuss any Matters Arising from previous meeting.
9. Brief Report from the County and District Councillor on matters affecting this Parish.
10. Questions from Members of the Public – limited to a maximum of 15 minutes in total
11. Planning applications and consider further applications submitted after agenda publication:

SDNP/24/01369/FUL

Plumpton College, Ditchling Road, Plumpton BN7 3AE

Installation of portacabin double classroom building to be used for 12 months

LW/24/0243

Land at North Barnes Lane, North Barnes Lane, Plumpton Green BN7 3DX

Demolition of existing structures and erection of 4 bedroom detached two storey dwelling.

LW/24/0240

Plumpton Racecourse, Ashurst Lane, Plumpton BN7 3AL

Outline application with all matters reserved except access for the erection of 9 dwelling houses

12. Correspondence
13. Finance Committee
 - a. To adopt expenditure as itemised on the schedules.
 - b. To adopt year to date accounts.
 - c. To adopt bank reconciliations and corresponding bank statements
 - d. To approve the Annual Governance Statement for 2023-2024
 - e. To approve the Annual Accounting Statement for 2023-2024
 - f. To note the internal audit report for year ending 2024
 - g. To confirm Mulberry & Co as internal auditors for 2024-2025
 - h. To approve Clear Councils Insurance (formally BHIB Insurance) for 2024-2025 of £3669.00 for PPC, VH & PF (£2164.71 VH, £1247.46 PF and £256.83 PPC). (2023-2024 £3384.00).
 - i. To approve the fixed asset register for 2024-2025
14. . Neighbourhood Plan Update
 - (i) Planning Liaison Working Group update



PLUMPTON PARISH COUNCIL

(ii) Orchard Planning at the Hub

15. To note and action if necessary monthly RA reports.
16. To adopt the Community Emergency Plan

17. Committee/Working Group Reports
 - i. Transport and Environment/Footpaths/Policing
 - ii. Allotments update and note repair costs of £185 to perimeter fencing

 - j. Village Hall
 - i. Update on path reinstatement from UKPN

 - k. Playing Field/Pavilion
 - i. To note playpark inspection and action where necessary.
 - ii. Pavilion working group update
 - iii. To adopt the Playing Field Committee minutes of 11th March 2024
 - iv. To consider Primary School and Honeybees proposal re care of the planters

18. Interaction with Plumpton Primary School

19. Communications/Website
 - (i) To discuss/consider costings of website revamp

20. Items to be reported by Parish Councillors and/or to be included in future meetings

Dates of next meetings:

- 21st May Annual Parish Meeting – 19:30
4th June 2024 VH Committee – 19:00
11th June 2024 Finance Committee – 19:00 followed by Full Council at 19:45
27th June 2024 – Playing Field Committee – 19:30 at the Village Hall

Anita Emery | Parish Clerk 01/05/2024



PLUMPTON PARISH COUNCIL

Doc No 232410

Minutes of the Parish Council Meeting held at the Pavilion on 16th April 2024 at 19:45.

Present: Cllr N Beaumont – Chair (Cllr NB), Cllr Jim Brown (Cllr JB), Cllr Paul Burford (Cllr PB), Cllr N Shefras (Cllr NDS), Cllr G Peacock (Cllr GP), Cllr Nick Satchell (Cllr NS), Cllr J Morecroft (Cllr JM) and DCllr D Stewart-Roberts

Also present: Anita Emery (Clerk & RFO).

Absent: CCllr S Osborne

MOP's: 1 (Cllr Adrian Ross – candidate for SDNP)

1. To accept apologies for absence
 - County Cllr Osborne tendered her apologies
2. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
 - None
3. To Approve Minutes from Parish Council meeting held on 12th March 2024
 - Cllr NDS wished it noted from the previous meeting that *Cllr NDS informed that residents had been asking her about potential works starting in a couple of months on Riddens. LDC has not responded to specific questions that have been asked over concerns on the conditions to be discharged. Clerk to amend.*
 - Unanimously approved subject to agreed change.
4. Clerk's Report and discuss any Matters Arising from previous meeting.
 - Report published and duly noted by PPC.
5. Brief Report from the County and District Councillor on matters affecting this Parish.
 - Cllr DSR reported he had been dealing with planning type issues – caravan for residential use on Riddens Lane – LDC informed and enforcement officers to be visiting site imminently.
 - James Smith – Riddens and Nolands access on site. – Cllr NDS had a few questions that planning have not responded on. Cllr NB – advised that PPC does not have any power to influence. Cllr NDS asked for a meeting with Highways to see if Riddens and Nolands access together to show the problems. DSR recommended to perhaps meet with Bedford Development and his consultant. DSR to arrange.
 - Swale at the bottom of Riddens – can PPC speak to LDC about it.



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- NR signal box hopefully may have this repaired soon.
- Local Plan next stages – involve parish councils and stakeholders earlier than previously.
- Bin rollout – report going out in parish magazine
- Quite a few fly tips – which have been on private land – council have taken some away but financially not viable. Report to Nicky Salterman if more seen.
- National Park engagement ideas – potential ideas from PPC.
- Cllr NB – asked about the bin by the Plough – Nicky Salterman received a holding response – waiting for a decision.

6. Questions from Members of the Public – limited to a maximum of 15 minutes in total
- None

7. To receive canvass from Cllr Adrian Ross for SDNP East Sussex Parishes seat.

- Canvass report received from Cllr Ross to PPC.

Cllr Ross left the meeting at 20:20

- After a short discussion PPC unanimously agreed to vote for Cllr Ross. **Clerk to submit ballot paper.**

8. Planning applications and consider further applications submitted after agenda publication:

LW/24/0196

Bluebell Cottage, Green Lane Plumpton BN7 3FB

Single storey rear extension, demolition of existing outdoor swimming pool and changing rooms, addition of chimney, extension to existing driveway, alterations and additions to fenestration at all elevations, and removal of 11no trees and 2no shrubs.

- PPC unanimously agreed to submit a no comment response.

LW/24/0243

Land at North Barnes Lane, Plumpton Green BN7 3DX

Demolition of existing structures and erection of 4 bedroom detached two storey dwelling.

- Cllr NB advised this is in East Chiltington not Plumpton– they have a planning meeting on May 6th and wants two representatives to attend.
- PPC not the consultee check with LDC and support ECPC.

To note approved/refused applications from local authority.

- None to note. It was noted that two lawful development applications had been submitted but PPC were not aware of these applications.
- To discuss consultee response to ES Highways S106 works in association with development of western end of Riddens Lane as per planning permission LW/18/0472.
- Do they know about Southdowns junction work that is due to start late 2024?
- Would this clash with Nolands start date? **Clerk to action.**



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9. Correspondence

- Nothing to note.

10. Finance Committee

Cllr PB went through expenditure items nothing jumped out to discuss – went through YTD balances – couple minor things. To note VH met income budget, bank statements and recs agreed. Only thing we haven't had is statement from Cambridge BS for the deposit. Clerk is arranging.

Additional expenditure items as follows;

PF

LDC - playpark inspection £18

J&B Window cleaning £45

Cllr J Brown - £7.92

VH

J&B Window cleaning £43.00

ECM Platt cleaning cover - £22.88

S Milton - hall deposit return - £100

Cllr J Brown - £9.00

- To adopt expenditure as itemised on the schedules to 31st March and April 2024.
- To adopt year to date accounts to 31st March.
- To adopt combined bank reconciliations to 31st March
 - Unanimously adopted.
- To note earmarked reserves and finance committee recommended year end movements
 - Movements for the year was moving unspecified reserves to EMR for the VH. Cllr PB reported general reserves for all three are within the recommend limits of 25-50% annual spend. Duly noted.

11. Neighbourhood Plan Update

Cllr NB – not met with planning liaison group. Agreed to meet with ES Highways and also meet with Ben Ellis (Bedford Park Developments) and Highways contractor. Last heard from Ben Ellis ten days ago – waiting to get S106 signed as he hasn't bought the land yet. Waiting on LDC.

- Cllr GP – Next Stage of Local Plan available within 6-8 weeks time. Estimate to be in place late 2025 early 2026.
- Cllr NB reported that the housing needs survey had a 32% response rate. AiRS say this is a good rate of response for surveys of this type.



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- (i) Planning Liaison Working Group update
 - (ii) Orchard planning at the Plumpton Hub.
Nothing to note – waiting on legalities as noted above
12. To note and action if necessary monthly RA reports.
- Mr Timmins of Kimber Cottages – PPC acknowledge problem he has with garden – PPC asks for him to provide suggestions and what he thinks would work. PPC to work on plans at a later date.
13. Update on broadband fibre optic community scheme and actions.
- Voucher scheme doesn't go anywhere. Openreach changed contractor – nothing until 2029. Unless a push by residents – agreed to remove from agenda. **Clerk to action.**
14. To adopt the Community Emergency Plan
- Defer to May. Clerk to finish formatting.
15. Confirm agenda for Annual Parish Meeting.
- APM on 21st May – presentation from Racecourse, ask Ben Ellis to present and ask PCSO to attend for a short while to introduce himself.
 - **Clerk to action**
16. To agree to nominate the Scout Hut as a Community Asset
- Cllr NB – request from Scout Hut – unanimously agreed. **Clerk to action**
17. Committee/Working Group Reports
- i. Transport and Environment/Footpaths/Policing
 - Cllr NB sent pictures of a crash in Beresford Lane – PPC can apply for a feasibility study for that lane. Cllr GP advised that Highways have to action within 2 weeks if a Section 56 of the highways act is filed – have to act immediately otherwise highways are fined. It was noted that the edge of the land is falling away which makes cars drive in the middle of the lane and with vehicles going too fast unable to react quickly.
 - Cllr NB to investigate feasibility study.
 - ii. Allotments update – note damage fence and obtain repair costs.



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- Clerk to ask VH Manager to obtain quotes and meet contractors on site.
Clerk to action.

e. Village Hall Report

Cllr NS reported;

- Gutters have been cleaned and one damaged joint replaced.
- Repairs to fire doors have been inspected and scheduled for later this month.
- 2 Children's loo steps have been purchased and installed.
- A collection of the best wedding set-up photos have been accumulated and sent to Louise, we can only put limited photos on the current website but more will be added once a new website is created.
- Due the ongoing wet conditions, it has not been possible to cut the grass on the village green, as soon as it is possible cutting will commence.
- Life buoy will be ordered
- Quotes have been sought to reline the car park. The cheaper one was done without inspection (via Google Maps).
- 2 new lapel mics have been installed.

i. Update on path reinstatement from UKPN

- Clerk received notification from UKPN on 25th March advising it had been passed to the relevant department. Clerk chased 16th April. PPC agreed to leave on agenda to discuss next month. Tarmac is required and too costly for PPC to fund and it should be UKPN – Clerk to keep chasing

ii. To approve village hall fees increase of 3%.

- Unanimously approved. Frustrated on PRS not getting back to Cllr NS despite chasing and PRS stating they will email with documents.

iii. To consider quotes for village hall parking lines

- Cheaper one – was quoted from looking at on google maps
- Expensive one – needs car park to be clean and dry.
- Cllr JB – needs to be weeded well etc.
- Revisit next month

iv. To agree a cherry tree to be planted by the family of Ken Beard on VH green.

- Cllr JB and NS to meet on the green to find a location.
- Cllr NB – agenda when meeting college – clothes from jumble sale to college to sell on, planters, any plans for village green pond.
- Cllr NDS has been invited to the college to listen to a presentation.



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- f. Playing Field/Pavilion Report
- i. To note playpark inspection and action where necessary.
 - Duly noted nothing to report
 - ii. Pavilion Working Group update
 - Provided in the clerks reports. Met online with two organisations – an architect and Elite systems a company in Lancashire who would provide a turnkey solution plus an architect from one of the sports clubs to be contacted. Numbers being quoted by companies are in the £m. Might be knocking down a pavilion that may have a useful life in it. Working Group recommend to structural survey the building. Feel more comfortable if we had someone who could review the internal cladding and floors etc. Speak to Paul Manville to see what if he can provide a structural report i.e. take off and replace.
 - Send to Paul B surveys etc from Newick.
 - iii. To approve structural survey spend on existing pavilion (CIL spend)
 - Speak to P Manville and it was agreed to engage G Pottinger for stage 1 (includes an intrusive survey into the current building).
 - iv. To discuss quality of grass cutting and discuss any actions
 - Cllr NB spoke with Countrywide and they didn't want to cut the pitches with smaller mowers as would take too long and not financially viable to them under their current contract with PPC. PPC noted that the weather has been against all contractors for grass cutting PPC advised it has been the wettest winter in history.

18. Interaction with Plumpton Primary School

- None

19. Communications/Website

- Waiting on Louise to come back with a proposal.
- Simon Cooper – Westgate. Clerk to make contact for a quote for rebuild.

20. Items to be reported by Parish Councillors and/or to be included in future meetings

- Tina and Sam from Honeybees did South Downs Way walk – congratulations to both of them on completing. PPC agreed to donate £100 towards the event.



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21. Confidential item: All press and public to be excluded from the meeting in accordance with schedule 12 of the Local Government Act 1972.

a. To receive a nomination request from Cllr Beaumont for Freedom of the Parish.

- Nomination received – clerk to purchase scroll. Present at annual parish meeting.
Clerk to action

Meeting closed: 22:15

Dates of next meetings:

22nd April – Pavilion working group meeting – 5pm at the Pavilion POSTPONED

7th May VH Committee – 19:00

14th May PPC Annual Meeting 19:45 followed by full council (inc finance) meeting

21st May Annual Parish Meeting – 19:30

Anita Emery | Parish Clerk 20/4/2024

Clerk Report – May 2024

- Clerk attended the LDC steering group meeting for Clerks re community engagement for the local plan. LDC wanted to see how they could engage with the communities more in order to allow residents to understand the local plan and access to plans to be made easier.
- Teams meeting held with George Pottinger to discuss the results from his visit to the pavilion – he is attending the working group meeting on 13th May.
- Internal audit completed – report distributed to council. AGAR completed
- Bourne Sport work at the playing field delayed due to weather – now scheduled for week commencing 20th May.
- Booklet for APM with the printers
- 3 of the planters nearest pavilion will hopefully have some seeds/plants in this month – PVS arranged with school and HB. HB will need some funding for this – clerk given HB grant form. HB happy to maintain the watering – but can't during the six weeks summer holidays – logistics for this still being sorted. Clerk to have another attempt with College for the other planters.
- Allotment rents have been distributed along with a note about some potential fly tip.
- A complete grass cut took place on 19th April as contractors could now get onto the whole field and PF looked good considering weather. No further emails from sports users with complaints.
- Hedge on tennis club track is scheduled to be cut 9th/10th May
- Sand levels at the playpark need to be checked – need a working party to distribute again if needs filling – clerk to report back
- Met with Craig Staddon at the Racecourse to discuss APM requirements. Clerk to drop wine/nibbles the day before and they will set up. Also discussed with Craig about their groundsman being able to maintain the PF – he will set up a meeting to discuss with his groundsman – it may not work dependent on when they can access the PF.
- Mainly been working on year end.
- Complained to LDC play inspections regarding failure to advise of the rotting floor on the playhouse in the sandpit. Cllr's to consider using Foster Landscapes going forward and discuss costings at June meeting?
- Complaint received regarding the state of the outside toilet. VH Manager purchasing mould removal and will scrub down, possible result of burst pipe a few weeks ago. Clerk to obtain quotes for redecorating.

Correspondence List for Plumpton Parish Council

Received since 9th April 2024 onwards

Subject / Type of Correspondence	Communicated to
1. G Stewart-Brown -Telephone box and dog bin	Clerk
2. Drew Timmins – flooding	Clerk/PPC
3. Opus – VAT charges	Clerk
4. Harry Stevenson – Signal box	Clerk/PPC
5. G Pottinger – survey quotes	Clerk/PPC
6. G Pottinger – various	Clerk/PPC
7. H Stevenson – NR re parking fees	Clerk/NB
8. G Maunders – Housing Needs Survey	Clerk/PPC
9. J Lungley – PC website new build	Clerk
10. D Miller – (Allotment) new email add	Clerk
11. D Witcher – S106 ES Highways	Clerk/PPC
12. G Meheux – Fountain Inn	Clerk/NB
13. ESALC – various	Clerk/PPC
14. Denes Fencing – allotment repairs	Clerk
15. James Lungley – parish website	Clerk/PPC
16. LDC – annual playpark inspection	Clerk
17. Bourne Sports – PF works rescheduled	Clerk/PFcomm
18. LDC – CIL April payment	Clerk
19. CPRE – sewage survey	Clerk/PPC
20. ES Highways – Community Match Station Rd	Clerk/NB
21. Lee Milford-Cottam – Fountain Inn	Clerk
22. T Collett – Riddens Lane	Clerk/PPC
23. R Potts – Scam calls	Clerk/Parish Mag
24. Mulberry & Co – training courses	Clerk/PPC
25. ESALC – SDNP elections	Clerk/PPC
26. ESALC & Mulberry & Co	Clerk/PPC
27. Balcombe PC – Community Pub	Clerk/NB
28. N Beecroft – Half Moon Community Pub	Clerk/NB
29. P Vidler – Streat PM – bench	Clerk/GP
30. D Witcher – S278 highways works Nolands	Clerk/PPC
31. D Fernnetty – UKPN VH Path	Clerk/PPC
32. L Stevens x3 – planters at PF	Clerk/NB
33. K Spiers – Pav outside WC complaint	Clerk/PPC/JD
34. L Milford-Cottam – Hedge along tennis track	Clerk/PPC
35.	

Time: 14:03

Current Account

List of Payments made between 17/04/2024 and 10/05/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/05/2024	New Leaf Tree Track hedge	242509	120.00		New Leaf Tree Track hedge
10/05/2024	British Telecom	242510DD	38.06		British Telecom
10/05/2024	J Boot skatepark sweep	242511	190.00		J Boot skatepark sweep
10/05/2024	Countrywide Grounds Maintenanc	242512	337.80		Countrywide Grounds Maintenanc
10/05/2024	OPUS ENERGY	242513DD	1,286.50		OPUS ENERGY

	Total Payments		<u>1,972.36</u>		
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PPC T1 Unity Account

List of Payments made between 18/04/2024 and 10/05/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/05/2024	Salaries May	242512	2,815.08		Salaries May
09/05/2024	East Sussex Pension Fund	242513	806.67		East Sussex Pension Fund
09/05/2024	HMRC May	232414	469.48		HMRC May
09/05/2024	A Emery expenses	242515	110.50		A Emery expenses
09/05/2024	Clerks and Councils Direct	242516	126.60		Clerks and Councils Scroll
09/05/2024	Mulberry & Co Interl audit	242517	117.00		Mulberry & Co internal audit
09/05/2024	Viking Direct	242518	110.92		Viking Direct Stationery
09/05/2024	Viking Direct	242519	48.52		Viking Direct keyboard & mouse
Total Payments			<u>4,604.77</u>		

Current Account

List of Payments made between 18/04/2024 and 10/05/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/05/2024	Jane Donovan expenses	242508	79.99		Jane Donovan MS Office subs
10/05/2024	BT	242509	38.06		BT
10/05/2024	Bare Root VH Green	242510	200.00		Bare Root VH Green
10/05/2024	jane Donovan expenses	242511	50.39		jane Donovan expenses
10/05/2024	Buddson Ltd Lifebuoy	242512	340.79		Buddson Ltd Lifebuoy
10/05/2024	Viking Direct	242513	103.98		Viking Direct cleaning supplie
10/05/2024	Bareroot VH Green cut	242514	200.00		Bareroot VH Green cut
10/05/2024	Opus Energy	242515	1,469.46		Opus Energy

Total Payments	<u>2,482.67</u>
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Detailed Receipts & Payments by Budget Heading 10/05/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1110 Grants Received	7,500	15,000	7,500			50.0%	
1115 Donations Received	8	0	(8)			0.0%	
1130 Hiring Income	3,347	9,168	5,821			36.5%	
1140 Fundraising Income	0	1,000	1,000			0.0%	
Income :- Receipts	10,855	25,168	14,313			43.1%	0
Net Receipts	10,855	25,168	14,313				
<u>101 Payments</u>							
4010 Electricity	2,401	5,000	2,599		2,599	48.0%	
4011 Water	0	1,200	1,200		1,200	0.0%	
4015 Grass & Pitch	0	9,000	9,000		9,000	0.0%	
4016 Hedges and Trees	120	1,000	880		880	12.0%	
4025 Window Cleaner	45	250	205		205	18.0%	
4050 Telephone/Internet	63	360	297		297	17.6%	
4055 Insurance & Licences	0	1,200	1,200		1,200	0.0%	
4070 Grass Cutting Maintenance	282	4,000	3,719		3,719	7.0%	
4090 Fire Inspection	0	300	300		300	0.0%	
4200 Pavilion	8	2,500	2,492		2,492	0.3%	
4210 Skatepark	190	900	710		710	21.1%	
4211 Play Park	99	2,645	2,546		2,546	3.7%	
4400 3-5 Year Plan (Pavilion)	0	400	400		400	0.0%	
Payments :- Indirect Payments	3,207	28,755	25,548	0	25,548	11.2%	0
Net Payments	(3,207)	(28,755)	(25,548)				
<u>999 VAT Data</u>							
515 VAT on Payments	569	0	(569)		(569)	0.0%	
VAT Data :- Indirect Payments	569	0	(569)	0	(569)		0
Net Payments	(569)	0	569				
Grand Totals:- Receipts	10,855	25,168	14,313			43.1%	
Payments	3,776	28,755	24,979	0	24,979	13.1%	
Net Receipts over Payments	7,079	(3,587)	(10,666)				
Movement to/(from) Gen Reserve	7,079						

Detailed Receipts & Payments by Budget Heading 10/05/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Receipts</u>							
1076 Precept	42,160	89,709	47,549			47.0%	
1078 Community Infrastructure Levy	11,975	103,637	91,662			11.6%	11,975
1090 Interest Received	0	100	100			0.0%	
1100 Allotment Rent	0	210	210			0.0%	
1151 ANNUAL INSURANCE	0	3,440	3,440			0.0%	
Receipts :- Receipts	54,135	197,096	142,961			27.5%	11,975
Net Receipts	54,135	197,096	142,961				
6001 less Transfer to EMR	11,975						
Movement to/(from) Gen Reserve	42,160						
<u>101 Payments</u>							
4000 SALARIES	7,637	46,294	38,657		38,657	16.5%	
4005 PAYE & NIC	595	3,196	2,601		2,601	18.6%	
4006 Pension	1,586	9,394	7,808		7,808	16.9%	
4010 Office Allowance	205	1,250	1,045		1,045	16.4%	
4015 Subs & Charges	985	1,550	565		565	63.5%	
4025 Stationery & Postage	259	800	541		541	32.4%	
4030 Printing	0	150	150		150	0.0%	
4045 Training and Conference Fees	0	1,250	1,250		1,250	0.0%	
4046 Councillor's Expenses	0	150	150		150	0.0%	
4055 Insurance	0	3,700	3,700		3,700	0.0%	
4060 Community Grants	0	3,000	3,000		3,000	0.0%	
4061 Charity Grants	7,500	15,000	7,500		7,500	50.0%	
4065 Bank Charges	0	50	50		50	0.0%	
4070 Maintenance	513	1,800	1,287		1,287	28.5%	
4071 Fixed Asset Maintenance	0	1,000	1,000		1,000	0.0%	
4073 Bins	234	1,000	766		766	23.4%	
4080 Professional Fees	0	750	750		750	0.0%	
4081 IT	40	1,325	1,285		1,285	3.1%	
4085 Audit Fees	98	750	653		653	13.0%	
4090 Election Fees	0	300	300		300	0.0%	
4150 Speed Limit Community Match	0	500	500		500	0.0%	
4266 PPC Events Committee	0	250	250		250	0.0%	
Payments :- Indirect Payments	19,653	93,459	73,806	0	73,806	21.0%	0
Net Payments	(19,653)	(93,459)	(73,806)				

Detailed Receipts & Payments by Budget Heading 10/05/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>999 VAT Data</u>							
115 VAT Refunds	8,442	0	(8,442)			0.0%	
VAT Data :- Receipts	<u>8,442</u>	<u>0</u>	<u>(8,442)</u>				<u>0</u>
515 VAT on Payments	255	0	(255)		(255)	0.0%	
VAT Data :- Indirect Payments	<u>255</u>	<u>0</u>	<u>(255)</u>	<u>0</u>	<u>(255)</u>		<u>0</u>
Net Receipts over Payments	<u>8,187</u>	<u>0</u>	<u>(8,187)</u>				
Grand Totals:- Receipts	62,577	197,096	134,519			31.7%	
Payments	19,908	93,459	73,551	0	73,551	21.3%	
Net Receipts over Payments	<u>42,669</u>	<u>103,637</u>	<u>60,968</u>				
less Transfer to EMR	11,975						
Movement to/(from) Gen Reserve	<u>30,694</u>						

Detailed Receipts & Payments by Budget Heading 10/05/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1090 Interest Received	0	100	100			0.0%	
1130 Hiring Income	2,225	30,500	28,275			7.3%	
1131 HALL HIRE SECURITY RECEIPT	300	0	(300)			0.0%	
1160 FIT Payments	0	6,000	6,000			0.0%	
Income :- Receipts	2,525	36,600	34,075			6.9%	0
Net Receipts	2,525	36,600	34,075				
101 Payments							
4001 Holiday Cover	23	150	127		127	15.3%	
4003 VH Manager Expenses	130	800	670		670	16.3%	
4010 Electricity	1,225	7,600	6,375		6,375	16.1%	
4011 Water	33	650	617		617	5.1%	
4015 Village Green Maintenance	741	4,000	3,259		3,259	18.5%	
4021 HALL HIRE SECURITY RETURNS	100	0	(100)		(100)	0.0%	
4050 Telephone/Internet	32	600	568		568	5.3%	
4055 Insurance & Licences	0	3,000	3,000		3,000	0.0%	
4070 Maintenance	439	2,500	2,061		2,061	17.5%	
4071 Bins	284	1,100	816		816	25.8%	
4090 Fire Inspection	0	900	900		900	0.0%	
4100 Subscriptions	0	300	300		300	0.0%	
4120 3-5 Year Maintenance	0	5,000	5,000		5,000	0.0%	
4400 PWLB	0	4,500	4,500		4,500	0.0%	
4500 Projects	0	5,500	5,500		5,500	0.0%	
Payments :- Indirect Payments	3,006	36,600	33,594	0	33,594	8.2%	0
Net Payments	(3,006)	(36,600)	(33,594)				
999 VAT Data							
515 VAT on Payments	385	0	(385)		(385)	0.0%	
VAT Data :- Indirect Payments	385	0	(385)	0	(385)		0
Net Payments	(385)	0	385				
Grand Totals:- Receipts	2,525	36,600	34,075			6.9%	
Payments	3,392	36,600	33,208	0	33,208	9.3%	
Net Receipts over Payments	(867)	0	867				
Movement to/(from) Gen Reserve	(867)						

Plumpton Playing Field

Bank - Cash and Investment Reconciliation as at 10 May 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

10/05/2024	Current Account	4,652.94
10/05/2024	Deposit Account	19,080.14
31/03/2018	NSI Investment Account	1,705.59

25,438.67

Unpresented Payments

721.86

24,716.81

Receipts not on Bank Statement

0.00

Closing Balance

24,716.81

All Cash & Bank Accounts

1	Current Account	3,931.08
2	Deposit Account	19,080.14
3	Pavilion Account	0.00
4	NSI Investment Account	1,705.59
5	Unity Current Account	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	24,716.81

Plumpton Parish Council

Bank - Cash and Investment Reconciliation as at 10 May 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

10/05/2024	PPC1 Unity	24,239.96
10/05/2024	PPC Unity Instant Access Saver	83,307.97
10/05/2024	Cambridge Building Society	40,000.00

147,547.93

Unpresented Payments

6,238.66

141,309.27

Receipts not on Bank Statement

45.00

Closing Balance

141,354.27

All Cash & Bank Accounts

1	Current Bank Accounts	18,046.30
4	Unity Bank Instant Access Savi	83,307.97
5	Cambridge Building Society	40,000.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	141,354.27

Plumpton Village Hall

Bank - Cash and Investment Reconciliation as at 10 May 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

10/05/2024	Current Account	3,848.83
31/03/2024	Deposit Account	41,353.06
10/05/2024	Unity Current Account	0.00

45,201.89

Unpresented Payments

1,400.91

43,800.98

Receipts not on Bank Statement

0.00

Closing Balance

43,800.98

All Cash & Bank Accounts

1	Current Account	2,447.92
2	Deposit Account	41,353.06
3	Unity Current Account	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	43,800.98



PLUMPTON PARISH COUNCIL PLAYING FIELD COMMITTEE

Doc. PF232403

Minutes of the Playing Field Committee held at the Pavilion on 11th March 2024 at 19:30.

Present: Cllr N Beaumont (Cllr NB), Cllr Jim Brown (Cllr JB), Cllr Paul Burford (Cllr PB), Cllr N Satchell (Cllr NS), Simon Ward (SW rep Junior Football), Kelvin Speirs (KS rep Cricket Club), Tina Lambert (TL rep Honeybees), David Wearn (DW rep Archery).

Also present: Anita Emery (Clerk & RFO).

Absent: Jo Taylor (rep Stoolball)

MOP's: 1 (Archery representative)

It was agreed that Cllr Nick Beaumont would chair the meeting.

The AGENDA is as follows:

1. To accept apologies for absence
 - Jo Taylor tendered her apologies and reasons for absence accepted.
2. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
 - None
3. To Approve Minutes from Parish Council Playing Field Committee meeting held on 4th October 2023.
 - Unanimously approved.
4. Matters arising and reporting from previous meeting.
 - None
5. User Reports:
 - a. Cricket

KS reported – club attending indoor nets for last 3 weeks. Trying to remedy the cricket matting – planter in the way to get it up and has pinned it down. Cllr JB to come down and help remove without removing planter. **Cllr JB to action.**
 - b. Stoolball

KS reported on behalf of Stoolball. AGM on 12th March – playing mixed on a Thursday evening at Uckfield.



PLUMPTON PARISH COUNCIL PLAYING FIELD COMMITTEE

c. Activity Scheme

- Agreed to remove from agenda as activity scheme don't attend nor provide a report.

d. Junior Football

SW reported – 1/3 way through season – well behind number of games played U11/12 who use area by cricket pitch. Club willing to put time and money on drainage solution. Ask ground maintenance company on what they recommend. Rest of field hasn't been too bad as has drainage (area is in parallel with tree line opposite pavilion). AE to speak to Bourne about how to drain it better. **Clerk to action.**

Club in good shape most teams in cup finals/doing well in league. One player was on the bench for Wolves at the weekend.

Season has to finish by the cricket season start.

7th September is end of cricket season (last match). Desperate for all weather venue within the parish, sadly no land available (min area required one hectare).

e. Honeybees

TL reported – doing well – trialling government funded hours which is now extended to any 2 year old of a working parent now entitled to 15 hours. Inundated with requests for 2 year olds (inc out of area, priority to within parish families). In September taking babies (from 12 months) – designated area in the classroom has been arranged for babies and putting younger children in there that are very young which was trialled last week with – worked well. Come Sept can only take 4/5 at a push. Full for September. Had a high level of EHCP submissions to the local authority, high disadvantaged groups, 6 children on register out of 40 who have taken free spaces (children from Plumpton and Plumpton Green). Staff going on specific training and employed another full time who has experience of speech and language. About to get HALO (Healthy Active Little Ones) accreditation and are hoping for the excellence level.

f. Archery

DW reported – drainage an issue – look at drainage behind last football pitch as becomes a bog. Happy to contribute. **Clerk to action.**

Archery healthy – shoot all year round (Sundays in the winter and Tues and Thursday in Summer) Use college in the winter. Beginners course next month.

Attempted break in on the containers – damaged door but didn't get in.

Planting some hedging in front of the containers – do PPC still want them to do that and put in some native hedging. Agreed to proceed with hedging.

g. Senior Football

KS reported – having looked on website – have seven games to play 4 of which are home, in one cup semi-final. Not miles behind in their play. Come end of the month have option in the evenings.

6. Maintenance

- Clerk updated committee on Bourne schedule for annual maintenance
- Grass cutting not being done for last few weeks. Grass cutting really good first year and not taking as much time nor care on the cutting. **Clerk to speak to Countrywide.**



PLUMPTON PARISH COUNCIL PLAYING FIELD COMMITTEE

- SW - Outside toilet door still jamming – Cllr JB advised to leave it for a while as swollen due to weather conditions.
- Drainage of sewage pipes – advised pipes will backfill during wet weather due to nature of their positioning.
- KS - Planters – well-meaning but would have been better to have been consulted the clubs. Noted.

7. Update on new pavilion project

- Clerk – reported that 8 companies had been contacted – 4 had responded. Collating information to report to the working group on the 19th March with a view to report back to full council in April. Will need to get to planning stage and spend some money in order to be in a position to apply for grants etc etc.

8. Items to be reported by Parish Councillors and Members and/or to be included in future meetings

- Cllr NB – land beyond play area – will it be cleared and used. SW wants PPC to deal with it as landowner. Clerk to speak to Bourne Sport about making good and being made available to all clubs/groups. **Clerk to action and report back with costings. Clerk to advise clubs when meeting will take place.**

Meeting Closed: 20.18

Date of next meeting:

27th June 2024 – 19:30 @ Village hall

Anita Emery | Parish Clerk 12.3.2024