



PLUMPTON PARISH COUNCIL

Doc No 242502

3rd June 2024

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council Tuesday 11th June 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:

1. To accept apologies for absence
2. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
3. To Approve Minutes from Parish Council meeting held on 14th May 2024
4. To approve the minutes of the Planning Committee held on 28th May 2024
5. Clerk's Report and discuss any Matters Arising from previous meeting.
6. Brief Report from the County and District Councillor on matters affecting this Parish.
7. Questions from Members of the Public – limited to a maximum of 15 minutes in total
8. Planning applications and consider further applications submitted after agenda publication:

LW/24/0361

Top Barn Farm, Station Road, Plumpton Green, East Sussex BN7 3BZ

Variation of Condition 2 (Ancillary to host dwelling) in relation to the approval of LW/22/0609 to allow for additional use as a holiday let.

9. Correspondence
10. 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
11. Neighbourhood Plan Update
 - (i) Planning Liaison Working Group update
 - (ii) Plumpton Hub – to discuss lease length and cost proposal from Bedford Park for orchard/allotment area.
12. To note and action if necessary monthly RA reports.
13. To adopt the Community Emergency Plan



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14. Committee/Working Group Reports

- i. Transport and Environment/Footpaths/Policing
 - ii. To agree to use part of the Neighbourhood Plan allocated funds for the National Nature Recovery Strategy (subject to quote).

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

- e. Playing Field/Pavilion
 - i. To note playpark inspection and action where necessary.
 - ii. Pavilion working group update
 - ii(a) To approve George Pottinger spend for Stage 2 architecture concept design of £5940 + VAT or consider potential recommendation from working group regarding Danwood.

15. Interaction with Plumpton Primary School

16. Communications/Website

- (i) To approve website revamp by Parish Councils websites at a cost of £749 + VAT plus monthly cost of £21.85 + VAT for hosting and support.

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

Dates of next meetings:

27th June 2024 – Playing Field Committee – 19:30 at the Village Hall

9th July 2024 Finance Committee – 19:00 followed by Full Council at 19:45

No meetings are held in August

Anita Emery | Parish Clerk 03/06/2024



Minutes of the Parish Council Meeting held at the Village Hall on 14th May 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) and DCllr D Stewart-Roberts

Also present: Anita Emery (Clerk & RFO).

Absent: CCllr S Osborne, Cllr J Morecroft (Cllr JM)

MOP's: Mr D Timmins

Annual Statutory Meeting

1. Election of Chairman for the year 2024/2025 and receive Chair Declaration of Acceptance of Office
 - Cllr PB proposed Cllr NB, seconded by Cllr NS. Unanimously agreed. Cllr NB signed the Declaration of Acceptance of Office.
2. Election of Vice Chair for the year 2024/2025
 - Cllr NS proposed Cllr PB, seconded by Cllr NDS. Unanimously agreed.
3. 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.
 - Unanimously resolved
4. To consider the Scheme of Members Allowances for 2024/2025.

Unanimously agreed to not claim the scheme of members allowances.
5. Appointment of Committees
 - a. Finance (5 members) – Cllr's NS, NB, PB, JB (back up)
 - b. Village Hall Committee (3 members) Cllrs NS, JB, JM & NB
 - c. Playing Field and Pavilion Committee (3 members) Cllrs JB, NS, NB & PB
 - d. Planning Committee (All members)
 - e. Transport, Environment and Policing (4 members) Unanimously agreed to merge with planning liaison group.
 - f. Communications Working Group (2 members) Cllrs JM & NS
 - g. Personnel Committee (3 members) Cllrs PB, NB & NS



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6. Representatives to Outside bodies
 - a. ESALC (2 members) – whoever is available to attend when the need arises.
 - b. LDALC (2 members) - whoever is available to attend when the need arises.
7. 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
 - i. Equality and Diversity
 - j. Recruitment Policy
 - k. CCTV Policy
 - l. Drone Policy
 - m. Civility and Respect Pledge
 - Unanimously approved a-m. Clerk advised that the finance regs have been updated by NALC and need to be checked and amended. To adopt at the July meeting.
- n. To note Anita Emery as Clerk as Proper Officer and Responsible Finance Officer
 - Duly noted

Main Meeting

5. To accept apologies for absence
 - Cllr JM and County Cllr SO tendered their apologies and reasons for absence accepted.
6. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
 - None
7. To Approve Minutes from Parish Council meeting held on 16th April 2024
 - Unanimously approved. Chair signed to that effect.
8. Clerk's Report and discuss any Matters Arising from previous meeting.
 - Report sent out to Council and published on the website.



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9. Brief Report from the County and District Councillor on matters affecting this Parish.

District Report

- Caravan at Riddens Lane – planning consultants for resident assert no planning permission required. Any covenants listed at land registry? – Clerk to obtain land registry details. **Clerk to action.** Officers are teamed up with all the information.
- Oak tree felled at Green Cross Cottages – there is a legal obligation on contractors to ensure that no birds nesting. No TPO on the tree nor in a conservation area. Steve Bodsworth would like to speak to an enforcement officer – but nothing can be done as no legal obligation. Cllr DSR reported to the Police as unlawful to fell with birds nesting. Do a parishes favourite tree survey to get some visibility around the trees in the parish. **Clerk to investigate**
- LDC Planning designation – shared with PC – put on website which gives a good indication of the planning process.
- Riddens construction management plan – chased James Emery at LDC.
- Regarding build out at Nolands access – nothing positive back from highways
- Fountain Inn – meeting on 20th May regarding community purchase.
- Helped school for equipment for litter pick. Cllr NDS is joining them.
- Clerk to cc in DSR on any correspondence re the playpark inspections with LDC.

10. Questions from Members of the Public – limited to a maximum of 15 minutes in total

- Drew Timmins re the flooding at Kimber Cottages. Since work has done on the pond there is now a mini pond the other side of his fence and hasn't drained. If having rain it is taking 5 days to drain. Something needs to be done as the work which was done around the pond has affected the drainage of the garden. Cllr NDS – said the last year it has been the wettest it has been for a very long time, her garden is so wet and isn't having enough time to recover.
Cllr JB – one of the problems is old conifer roots sitting behind garden. It isn't a small job to remove the roots.
Cllr GP there is a pipe that runs from Mr Timmins garden to somewhere. Would make sense to try and discover where the pipe is going.
Cllr NB – look to try and find a drainage expert –.
PPC committed to do something about it – just don't know what/how to approach.
Cllr JB to meet with resident with a laser in the evening to give an idea of the levels of mini pond and main pond. **Cllr JB to action and report back.**

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

- Decision: No comment



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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.

- Decision: Plumpton Parish Council objects to this application as it is outside of the planning boundary of East Chiltington. The applicant cites the Nolands development in support of their application as precedent for further development along North Barnes Lane. Similarly, we would be concerned that this application if approved would be used as a future precedent for building eastwards and thus we cannot support this application. Whilst this application is for just one 4 bed.house, we are advised that the owners of the land to the south of the site has indicated that they intend to build and we note the plans include access for an extra dwelling here in the future.

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
- PPC agreed to hold separate planning committee meeting on Tuesday 28th May at 18.30.

12. Correspondence

- Item 22 – T Collett – Cllr NB has contacted Cllr SO who will speak to the people at SUDS. Discuss with Sarah next week.
- Parking fees – request to PPC to give some money to the parking company to allow users to park for free. PPC against this idea.
- Housing Needs survey – draft received.
- Fountain Inn – Meeting has been arranged by the residents to potentially purchase the pub. Contacted Balcombe – their PC were not asked to be involved and therefore had no advice to give.

13. Finance Committee

Cllr PB reported - VH £200 on expenditure looks like a duplicate but it is two cuts. Pavilion electricity costs used 50% of budget so far it is being correctly recorded, it is standing charges/units. Clerk to check contract and try and deal with changing. **Clerk to action**
Bank recs all agree with statements.

- To adopt expenditure as itemised on the schedules.
- To adopt year to date accounts.
- To adopt bank reconciliations and corresponding bank statements
 - Unanimously adopted a-c
- To approve the Annual Governance Statement for 2023-2024
 - Unanimously approved. Chair and Clerk signed to that effect



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- e. To approve the Annual Accounting Statement for 2023-2024
 - Unanimously approved. Duly signed.
- f. To note the internal audit report for year ending 2024
 - Duly noted
- g. To confirm Mulberry & Co as internal auditors for 2024-2025
 - Duly confirmed
- 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).
 - Unanimously approved
- i. To approve the fixed asset register for 2024-2025
 - Unanimously approved
 - PB approved 7 applications for grants totalling £2010 which were, Air Ambulance, School PTFA, Activity Scheme, Honeybees, St Peter and St James's Hospice, Good Neighbours and The Monday Group.

14. Neighbourhood Plan Update

NB – draft results from Housing Needs Survey – as expected. Will be published in the summer.

Nolands response from highways will not budge on buildout. Publish response on website and social media and explain how much work PPC have taken on this plus PPC response. Cllr GP recommended to build a temporary build out and ask for residents to observe. Cllr PB advised that the cars parked outside the cottages act as a build out.

- (i) Planning Liaison Working Group update
 - As above
- (ii) Orchard Planning at the Hub
 - Agreed to remove from future agenda.



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15. To note and action if necessary monthly RA reports.

- Nothing new to note

16. To adopt the Community Emergency Plan

- Defer to next month. **Clerk to action**

17. Committee/Working Group Reports

i. Transport and Environment/Footpaths/Policing

- Meeting with Wildlife Group – Cllr NDS – Carole Nicholson and David Philips. In Kingston have funding to pay a consultant to give a baseline what wildlife they have in their area, which will then indicate what can be improved in the area, and this in turn will create a community engagement with spotting wildlife etc. National Nature Recovery Strategy is a Government led project. Get school/pre school involved.
- SDNP would grant 50% to PPC as half the parish is in the SDNP. Total cost in the region of £6k but a full quote will need to be obtained. Carole to lead with the quote and report back to PPC.
- Two more batteries purchased for the SID.

ii. Allotments update and note repair costs of £185 to perimeter fencing.

- Duly noted. Clerk is issuing invoices and ask ploholders to keep plots tidy as there seems to have been a fly tip. Clerk investigating if a ploholder or actual fly tip.

j. Village Hall

- Cllr NS reported the fire doors at the back of the large hall are being installed shortly and VH manager will paint.
- Second life bouy has arrived and will be installed shortly
- Heating is now switched off
- Attended Ken Beards tree planting on 12th May 2024

- Oak tree behind Belmonts – lovely oak tree and people dump their rubbish and so Fred would charge £480 to clear and open up and show the oak tree off – Unanimously approved to proceed.

i. Update on path reinstatement from UKPN

- Been passed to another department – **Clerk to chase.**



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k. Playing Field/Pavilion

i. To note playpark inspection and action where necessary.

- Clerk has complained to LDC about the inspection report failed to identify the sand park ship. Awaiting a response.

ii. Pavilion working group update

Cllr NB reported;

- Reports from George Pottinger has been sent out to council. Pavilion not salvageable. Working group investigating a prefab company abroad. A rep meeting is being arranged and by June a confirmed recommendation to full council will be made.
- Surveys have been drawn up Clerk to publish.

iii. To adopt the Playing Field Committee minutes of 11th March 2024

- Unanimously adopted.

iv. To consider Primary School and Honeybees proposal re care of the planters

- The PVS have stepped in to see if HB and school would like to plant the planters. This is not the plan that PPC had for the planters and they have had to adopt this plan as both educational settings had been approached with one education setting being granted funds by PVS, PPC felt obliged to grant the other educational setting. Plumpton College are still wanting to do and will be given direction by PPC in due course.

18. Interaction with Plumpton Primary School

- See above.

19. Communications/Website

(i) To discuss/consider costings of website revamp

- Cllr GP spoke to Scoopweb – he cannot host a .gov website and domain. But will look and provide a quote. Decision to be made in June.

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

- Nothing to report.

Meeting closed: 21.47



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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 22/05/2024

Clerk Report – May 2024

- Contacted previous Clerk regarding the 2013 planning application and why it didn't go ahead – this was due to financial restraints
- Contacted Fields in Trust – awaiting a response.
- Surveys distributed via FB and website and 30 neighbour surveys printed and delivered. At time of reporting 27 user responses and 50 resident responses. No neighbour responses yet as paper form and will complete on receipt.
- Letter written to resident in EVF regarding overgrown hedge onto path
- Bourne sports completed vertidrainning, goal mouth repairs – sanding will happen in July as lorry unable to access PF due to being too wet.
- Allotment letters distributed and asked for holders to take more care of their plots as some are very overgrown. Visited plots – one plot needs help clearing – to discuss
- Had a response from the PCSO asking him to be a bit more visible in the village – apparently he has to cover a wide area inc Lewes and therefore 'drives' through – advised it was bought up at the APM that he is never seen and perhaps a once a month surgery might be worthwhile. Waiting to hear
- Chased up UKPN AGAIN – person involved is waiting for a response to find out when the path will be inspected.
- Further complaints from cricket club regarding the grass cutting and leaving cuttings all over the playing area which took them 3 hours to clear - Countrywide are doing their best to cut in rather less than perfect weather conditions.
- Bourne Sports (Peter Beeden) inspected the drainage on the main football pitch and says it is working well due to the Verti draining and sanding. If further drainage is required for the other pitches it would be at a cost of £24k minimum per pitch. The overgrown area next to the playpark that was flail mowed last year he advised it would cost in the region of £10k to flatten out but it would take a few years to work on to get it playable and as the area slopes away almost half of it would be unusable. This information will be passed onto the junior football team who raised the question.
- Had a long conversation with UKPN again – site visit now being arranged hopefully for week commencing 10th June with Cllr JB/NS & JM regarding path at VH. Tarrant Baker from UKPN called subsequently and advised that it is the faults dept that needs to deal with reinstating the path – tbd on site with Dan Feenerly of UKPN.
- Grants have been paid across minus the PTFA as still waiting on their bank details
- VH Jumble after expenses raised £966 not £1009.90.
- Re Opus Energy – Pavilion is now out of contract – Clerk will seek alternative quotes and VH is tied in to Opus until May 2025. **Clerk to action.**
- Aware I have some housekeeping to sort out on the bank recs – on my action list.
- On playpark report – we have dealt with the holes in the ground on basket swing and the floor has been ordered by HAGS for the ship and Jim is kindly fitting. Sandpit sand has been ordered and will be refilled shortly (by Jim). Please note deterioration in one of the posts but they state low risk – happy to instruct Foster Landscapes for another opinion? PPS to decide.

Correspondence List for Plumpton Parish Council

Received since 10th May 2024 onwards

Subject / Type of Correspondence	Communicated to
1. D Stewart-Roberts – 10 Riddens Lane planning	Clerk/PPC
2. ElanCity – SID battery	Clerk/NB
3. B Maynard – PPC and conflict with Racecourse	Clerk/PPC
4. C Lehmann – ESCC – Local Green spaces info	Clerk/NB/NDS/GP
5. S Sansom – Alloment plot	Clerk
6. ESCC – Food Safety form Cricket club	Clerk
7. P Beeden – drainage PF	Clerk/PPC
8. S Akers – Tombola/border clearing VH	Clerk/PPC
9. G Pottinger – update	Clerk
10. K Speirs – Grass cutting	Clerk/PPC
11. D Lilywhite – Grass cutting	Clerk/PPC
12. ESCC – Community match	clerk/NB
13. James Anwyl – CAD plans	Clerk
14. Bourne Sport – PF works	Clerk/PPC
15. K Spiers – PF work	Clerk/PPC
16. S Akers – Jumble sale proceeds	Clerk/PPC
17. G Maunders – HNS	Clerk/NB
18. Clear Councils – renewal confirmation	Clerk
19. P Stevens – CPRE Racecourse application	Clerk/PPC
20. T Rogers – 10 The Riddens	Clerk/DSR
21. John White – overgrown hedge EVF	Clerk/ESH
22. HB re sandpit toy box	Clerk/PPC
23. ESH – community match scheme (station rd)	Clerk/NB
24. Ben Ellis – lease at Plumpton hub	clerk/PPC
25. ESALC – various	Clerk
26. ESCC – Station House	Clerk/PPC/DSR
27. UKPN – VH path	Clerk
28. C Marchant – PCSO VH safeguarding	Clerk
29. NALC VH Grants	Clerk/NS/JD
30. P Bland – Elvia Homes alternations rec mead	Clerk/PPC
31.	

Time: 13:47

Current Account

List of Payments made between 15/05/2024 and 06/06/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/06/2024	OPUS ENERGY	242514DD	1,083.18		OPUS ENERGY
06/06/2024	HAGS Ship floor playpark	242515	421.20		HAGS Ship floor playpark
06/06/2024	British Telecom	242516DD	38.06		British Telecom
06/06/2024	Countrywide Grounds Maintenanc	242517	337.80		Countrywide Grounds Maintenanc
06/06/2024	Bourne Sport grounds maintenanc	242518	4,560.00		Bourne Sport grounds maintenanc
06/06/2024	Parker Building Supplies playp	242519	312.12		PBS Playpark sand
06/06/2024	Lewes District Council	242508	18.00		Lewes District Council

Total Payments	<u>6,770.36</u>
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PPC T1 Unity Account

List of Payments made between 15/05/2024 and 06/06/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/06/2024	HMRC June	242520	469.68		HMRC June
06/06/2024	Pension June	242521	806.67		Pension June
06/06/2024	Salaries June	242522	2,814.88		Salaries June
06/06/2024	Anita Emery expenses	242523	132.11		Anita Emery expenses
06/06/2024	Elan City Ltd	242524	203.96		Elan City Ltd SID Battery
06/06/2024	Cllr Beaumont frame exp	242525	93.10		Cllr Beaumont frame exp
06/06/2024	Clear Councils annual insuranc	242526	3,669.09		Clear Councils annual insuranc
06/06/2024	Cllr Brown APM expenses	242527	25.31		Cllr Brown APM expenses
06/06/2024	George Pottinger Design (Pav)	242528	1,360.00		George Pottinger Design (Pav)
06/06/2024	A Emery APM expenses	242529	88.20		A Emery APM expenses
06/06/2024	clear councils mispost	REV	-0.06		clear councils mispost
06/06/2024	Honeybees planters	GRANT	50.00		Honeybees planters
06/06/2024	St Peter & St James Hospice	GRANT	450.00		St Peter & St James Hospice
06/06/2024	The Monday Group	GRANT	250.00		The Monday Group
06/06/2024	Air Ambulance	GRANT	250.00		Air Ambulance
06/06/2024	Good Neighbours Group	GRANT	150.00		Good Neighbours Group
06/06/2024	PPC Unity Instant Access Savin	trans	11,974.95		cil money
06/06/2024	Plumpton Activity Scheme	GRANT	360.00		Plumpton Activity Scheme
Total Payments			23,147.89		

Current Account

List of Payments made between 15/05/2024 and 06/06/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/06/2024	Bareroot grass cut 31/5	242516	200.00		Bareroot grass cut 31/5
06/06/2024	Sean Mannion New fire doors	242517	850.00		Sean Mannion New fire doors
06/06/2024	PRS FOR MUSIC	242518	323.75		PPL/PRS Licence
06/06/2024	Jane Donovan expenses	242519	118.71		Jane Donovan expenses
06/06/2024	Public Works Loan Board	DD	2,167.25		Public Works Loan Board
06/06/2024	Opus Energy	DD	547.01		Opus Energy
06/06/2024	BT	DD	38.06		BT
06/06/2024	Castle Water May	DD	27.49		Castle Water May

Total Payments	<u>4,272.27</u>
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Detailed Receipts & Payments by Budget Heading 06/06/2024

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	16	0	(16)			0.0%	
1130 Hiring Income	3,542	9,168	5,626			38.6%	
1140 Fundraising Income	0	1,000	1,000			0.0%	
Income :- Receipts	11,058	25,168	14,110			43.9%	0
Net Receipts	11,058	25,168	14,110				
<u>101 Payments</u>							
4010 Electricity	3,303	5,000	1,697		1,697	66.1%	
4011 Water	0	1,200	1,200		1,200	0.0%	
4015 Grass & Pitch	3,800	9,000	5,200		5,200	42.2%	
4016 Hedges and Trees	120	1,000	880		880	12.0%	
4025 Window Cleaner	45	250	205		205	18.0%	
4050 Telephone/Internet	95	360	265		265	26.4%	
4055 Insurance & Licences	0	1,200	1,200		1,200	0.0%	
4070 Grass Cutting Maintenance	563	4,000	3,437		3,437	14.1%	
4090 Fire Inspection	0	300	300		300	0.0%	
4200 Pavilion	88	2,500	2,412		2,412	3.5%	
4210 Skatepark	190	900	710		710	21.1%	
4211 Play Park	710	2,645	1,935		1,935	26.8%	
4400 3-5 Year Plan (Pavilion)	0	400	400		400	0.0%	
Payments :- Indirect Payments	8,914	28,755	19,841	0	19,841	31.0%	0
Net Payments	(8,914)	(28,755)	(19,841)				
<u>999 VAT Data</u>							
515 VAT on Payments	1,694	0	(1,694)		(1,694)	0.0%	
VAT Data :- Indirect Payments	1,694	0	(1,694)	0	(1,694)		0
Net Payments	(1,694)	0	1,694				
Grand Totals:- Receipts	11,058	25,168	14,110			43.9%	
Payments	10,609	28,755	18,146	0	18,146	36.9%	
Net Receipts over Payments	449	(3,587)	(4,036)				
Movement to/(from) Gen Reserve	449						

Detailed Receipts & Payments by Budget Heading 06/06/2024

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	105	210	105			50.0%	
1151 ANNUAL INSURANCE	0	3,440	3,440			0.0%	
Receipts :- Receipts	54,240	197,096	142,856			27.5%	11,975
Net Receipts	54,240	197,096	142,856				
6001 less Transfer to EMR	11,975						
Movement to/(from) Gen Reserve	42,265						
<u>101 Payments</u>							
4000 SALARIES	10,882	46,294	35,412		35,412	23.5%	
4005 PAYE & NIC	816	3,196	2,380		2,380	25.5%	
4006 Pension	2,212	9,394	7,182		7,182	23.6%	
4010 Office Allowance	404	1,250	846		846	32.3%	
4015 Subs & Charges	985	1,550	565		565	63.5%	
4025 Stationery & Postage	352	800	448		448	44.0%	
4030 Printing	47	150	103		103	31.3%	
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	3,669	3,700	31		31	99.2%	
4060 Community Grants	1,510	3,000	1,490		1,490	50.3%	
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	170	1,000	830		830	17.0%	170
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%	
4268 Pavilion Project exp (CIL)	1,360	0	(1,360)		(1,360)	0.0%	1,360
Payments :- Indirect Payments	30,792	93,459	62,667	0	62,667	32.9%	1,530
Net Payments	(30,792)	(93,459)	(62,667)				
6000 plus Transfer from EMR	1,530						
Movement to/(from) Gen Reserve	(29,262)						

Detailed Receipts & Payments by Budget Heading 06/06/2024

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	289	0	(289)		(289)	0.0%	
VAT Data :- Indirect Payments	<u>289</u>	<u>0</u>	<u>(289)</u>	<u>0</u>	<u>(289)</u>		<u>0</u>
Net Receipts over Payments	<u>8,153</u>	<u>0</u>	<u>(8,153)</u>				
Grand Totals:- Receipts	62,682	197,096	134,414			31.8%	
Payments	31,081	93,459	62,378	0	62,378	33.3%	
Net Receipts over Payments	<u>31,601</u>	<u>103,637</u>	<u>72,036</u>				
plus Transfer from EMR	1,530						
less Transfer to EMR	11,975						
Movement to/(from) Gen Reserve	<u>21,156</u>						

Detailed Receipts & Payments by Budget Heading 06/06/2024

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>							
1090 Interest Received	0	100	100			0.0%	
1130 Hiring Income	4,697	30,500	25,803			15.4%	
1131 HALL HIRE SECURITY RECEIPT	300	0	(300)			0.0%	
1141 Jumble Sale Proceeds (User Gro	300	0	(300)			0.0%	300
1160 FIT Payments	1,834	6,000	4,166			30.6%	
	7,132	36,600	29,468			19.5%	300
Income :- Receipts							
	7,132	36,600	29,468				
Net Receipts							
6001 less Transfer to EMR	300						
	6,832						
Movement to/(from) Gen Reserve							
<u>101 Payments</u>							
4001 Holiday Cover	23	150	127		127	15.3%	
4003 VH Manager Expenses	249	800	551		551	31.1%	
4010 Electricity	1,746	7,600	5,854		5,854	23.0%	
4011 Water	145	650	505		505	22.3%	
4015 Village Green Maintenance	941	4,000	3,059		3,059	23.5%	
4021 HALL HIRE SECURITY RETURNS	100	0	(100)		(100)	0.0%	
4050 Telephone/Internet	63	600	537		537	10.6%	
4055 Insurance & Licences	270	3,000	2,730		2,730	9.0%	
4070 Maintenance	1,330	2,500	1,170		1,170	53.2%	
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	2,167	4,500	2,333		2,333	48.2%	
4500 Projects	0	5,500	5,500		5,500	0.0%	
	7,318	36,600	29,282	0	29,282	20.0%	0
Payments :- Indirect Payments							
	(7,318)	(36,600)	(29,282)				
Net Payments							
<u>999 VAT Data</u>							
515 VAT on Payments	480	0	(480)		(480)	0.0%	
	480	0	(480)	0	(480)		0
VAT Data :- Indirect Payments							
	(480)	0	480				
Net Payments							

Detailed Receipts & Payments by Budget Heading 06/06/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	7,132	36,600	29,468			19.5%	
Payments	7,798	36,600	28,803	0	28,803	21.3%	
Net Receipts over Payments	<u>(666)</u>	<u>0</u>	<u>666</u>				
less Transfer to EMR	300						
Movement to/(from) Gen Reserve	<u>(966)</u>						

Plumpton Playing Field

Bank - Cash and Investment Reconciliation as at 6 June 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

06/06/2024	Current Account	2,676.54
06/06/2024	Deposit Account	19,080.14
31/03/2018	NSI Investment Account	1,705.59

23,462.27

Unpresented Payments

5,375.06

18,087.21

Receipts not on Bank Statement

0.00

Closing Balance

18,087.21

All Cash & Bank Accounts

1	Current Account	-2,698.52
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	18,087.21

Plumpton Parish Council

Bank - Cash and Investment Reconciliation as at 6 June 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

06/06/2024	PPC1 Unity	5,815.64
06/06/2024	PPC Unity Instant Access Saver	90,282.92
06/06/2024	Cambridge Building Society	40,000.00

136,098.56

Unpresented Payments

5,857.23

130,241.33

Receipts not on Bank Statement

45.00

Closing Balance

130,286.33

All Cash & Bank Accounts

1	Current Bank Accounts	3.41
4	Unity Bank Instant Access Savi	90,282.92
5	Cambridge Building Society	40,000.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	130,286.33

Plumpton Village Hall

Bank - Cash and Investment Reconciliation as at 6 June 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

06/06/2024	Current Account	4,831.28
06/06/2024	Deposit Account	41,353.06
10/05/2024	Unity Current Account	0.00

46,184.34

Unpresented Payments

2,182.62

44,001.72

Receipts not on Bank Statement

0.00

Closing Balance

44,001.72

All Cash & Bank Accounts

1	Current Account	2,648.66
2	Deposit Account	41,353.06
3	Unity Current Account	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	44,001.72


Plumpton Parish Council

Inspection Report

This report shows Findings and Tasks recorded during the Inspection(s) matching the selection criteria set in the Report Wizard. If no Findings or Tasks are shown, none were recorded.

Each Inspection includes a declaration signed by the Inspector stating that no defects were found other than those recorded.

Inspections included in this report


Provider	Lewes District Council	 28/05/2024
Site Name	Plumpton play area	
Actual Date	28/05/2024 11:59:10	
Inspection Type	Playground-Routine Visual	
Inspector	Nicky Soltermann	
Inspection Status	Completed	

Finding Summary

Plumpton play area Findings

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
-Team Swing Surface	Surface - Holes	28/05/2024 12:04:18		High
Ship Multiplay	Item - Missing	28/05/2024 12:12:19		Medium
Sandpit	Surface - Needs Repair	28/05/2024 12:15:38		Medium
Frame & Net	Item - Cap missing	25/01/2024 12:13:28		Low
Frame & Net	Item - Cap missing	29/04/2024 09:43:42		Low
Frame & Net	Delamination of Wood	28/05/2024 12:21:10		Low

Inspection - Plumpton play area - 28/05/2024 11:59:10

Provider	Lewes District Council	
Site Name	Plumpton play area	
Actual Date	28/05/2024 11:59:10	
Inspection Type	Playground-Routine Visual	
Inspector	Nicky Soltermann	
Inspection Status	Completed	

Site Name	Plumpton play area
Address	
Postcode	
Notes	

Findings reported within the Inspection

-Team Swing Surface - Finding

Asset	-Team Swing Surface
Finding Title	Surface - Holes
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	28/05/2024 12:04:18
Resolve By Date	
Finding Resolved Date	
Risk Level	High
Finding Notes	Hole by swing - needs filling - trip hazard

Finding Photos



Frame & Net - Findings

Asset	Frame & Net
Finding Title	Delamination of Wood
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	28/05/2024 12:21:10
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Monitor - starting to rot

Finding Photos



Sandpit - Finding

Asset	Sandpit
Finding Title	Surface - Needs Repair
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	28/05/2024 12:15:38
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	Underlay is coming through sand by the mini digger. Needs looking at

Finding Photos



Ship Multiplay - Finding

Asset	Ship Multiplay
Finding Title	Item - Missing
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	28/05/2024 12:12:19
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	One part of floor missing in kitchen area

Previously Reported Findings (unresolved at time of Inspection)

Frame & Net - Findings

Asset	Frame & Net
Finding Title	Item - Cap missing
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	29/04/2024 09:43:42
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Cap missing

Finding Photos



Asset	Frame & Net
Finding Title	Item - Cap missing
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	25/01/2024 12:13:28
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Cap missing