



PLUMPTON PARISH COUNCIL

Doc No 242504

3rd July 2024

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council Tuesday 9th July 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 11th June 2024
4. Clerk's Report and discuss any Matters Arising from previous meeting.
5. Brief Report from the County and District Councillor on matters affecting this Parish.
6. Questions from Members of the Public – limited to a maximum of 15 minutes in total
7. Update from PCSO Christopher Marchant (subject to availability).

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

9. Correspondence
10. Finance Committee
 - a. To approve expenditure as itemised on the schedules.
 - b. To approve year to date accounts.
 - c. To approve bank reconciliations and corresponding bank statements

11. Neighbourhood Plan Update
 - (i) Planning Liaison Working Group update
 - (ii) Plumpton Hub – update from Bedford Park re lease recommendation from PPC.

12. To note and action if necessary monthly RA reports.
13. To adopt the Community Emergency Plan
14. To adopt the Nature Recovery Strategy Terms of Reference.
15. To adopt the 2024 Financial Regulations

16. Allotments
17. To consider/agree various quotes from RW Green for general garden maintenance around the village as per quotes provided.



PLUMPTON PARISH COUNCIL

18. Committee/Working Group Reports

- i. Transport and Environment/Footpaths/Policing
- ii. Update regarding the National Nature Recovery Strategy.

d. Village Hall

- i. Update on path reinstatement from UKPN
- ii. To discuss drainage work options/costings behind Kimber Cottages
- iii. War Memorial Pediment restoration presentation and discussion

e. Playing Field/Pavilion

- i. To note playpark inspection and action where necessary.
- ii. Pavilion working group update
- iii. To discuss grass cutting tenders and options regarding current contractor
- iv. To discuss car parking at the playing field during week days and discuss HB parking.

19. Interaction with Plumpton Primary School

20. Communications/Website

- i. To create a small working group to agree design and content of the new website and set a meeting date. PPC to discuss whether PVS can piggyback off the new website.

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

Dates of next meetings:

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

18th July 2024 – Playing Field Committee – 19:30 at the Village Hall

24th July 2024 – VH Committee Meeting – 19:00 at the Village Hall

No meetings are held in August

Anita Emery | Parish Clerk 03/07/2024



PLUMPTON PARISH COUNCIL

Doc No 242503

Minutes of the Parish Council Meeting held at the Village Hall on 11th June 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 J Morecroft (Cllr JM) and DCllr D Stewart-Roberts

Also present: Anita Emery (Clerk & RFO).

Absent: CCllr S Osborne, Cllr G Peacock (Cllr GP), Cllr N Satchell (Cllr NS)

MOP's: 0

1. To accept apologies for absence
 - Cllr G Peacock, Cllr N Satchell and County Cllr Sarah Osborne tendered their 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 meeting held on 14th May 2024
 - Unanimously approved – chair signed to that effect
4. To approve the minutes of the Planning Committee held on 28th May 2024
 - Unanimously approved – chair signed to that effect
5. Clerk's Report and discuss any Matters Arising from previous meeting.
 - Clerk distributed report prior to meeting.
Clerk wished to note the investigation regarding the playing field drainage. PPC noted that it had been a particularly wet winter and the cost of maintaining the playing field i.e. verti-draining work etc is £13,000, PPC can't justify spending more money on the playing field at the moment considering the new pavilion costs. It was agreed to maintain rather than invest further at this moment in time. However, if junior football want to put the effort in and raise the grants to pay for it then the parish council would be willing to listen. PPC does not have the resources to raise/apply for the grants for the extra mini pitch/drainage work. Clerk to pass onto junior football. **Clerk to action.**
 - Cllr NDS reminded Clerk regarding the TPO from last meeting. **Clerk to action.**



PLUMPTON PARISH COUNCIL

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

Cllr DSR reported the following;

- Caravan on Riddens Lane – title deed stated provisions in relation to border structures – passed onto planning officer to see if anything. Pushing officer to get a decision on this. Likelihood that the planning statement has loophole as mobile caravan doesn't require planning permission.
- Road widening – had meeting on site (Nolands) with highways discuss the concerns – came away that it won't go away and is required for sight line purposes. Discussions around possible mitigation, giving way currently north bound vehicles – consider south bound traffic to wait rather than north bound vehicles. Try and work with them. ESH agreed pavement needs to be widened and heightened.
- Riddens Lane construction management plan – chasing. Signed S106 which is last notice received.
- Station House – confirmed today no delay with people moving in and will remove all the rubbish outside. Cllr NB noted that the tree and hedges getting out of control, DSR to pass this on.
- Streat footpath near My Little Farm problems with two dogs not under control and have hurt some people – police are handling.
- Flexibus team – Compass schedule buses will remain. Flexibus wont be able to drive same route as per scheduled Compass buses.

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

- No reports

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.

- Unanimously agreed to no comment

9. Correspondence

No 4. NB to respond to ESCC who wanted to know which Green Spaces designated for their value for wildlife in the Neighbourhood Plan. NB to respond.

Drainage on Riddens site – who is accountable for – NB speaking with Sarah Osborne who is checking if all the detail were sent out in the last response from ESCC SuDS. DSR to give James Smith at LDC a push.



PLUMPTON PARISH COUNCIL

10. Finance Committee

Cllr PB re-elected as chair and Cllr NS as vice chair.

Continuing high electric bills and the pavilion – out of contract and Clerk to broker and try and get a better deal.

Bourne has done all the work at the playing field apart from the sanding

First tranche of CIL from Rectory Meadow - £11,974.95

- a. To adopt expenditure as itemised on the schedules.

Additional expenditure to note;

PPC

Balfour Beatty for license of SID - £60.81 (clerk to query as it was believed the license was refused for that location – **Clerk to action**)

VH

Viking Direct – cleaning sundries - £134.39

Castle Water - £27.69

Chubb Fire extinguisher service contract - £618.62 (Clerk to query if still tied into this contract).

PF

LDC – Playpark Inspection - £18

Cllr Brown – new padlock - £19.98

Total expenditure for June therefore;

PF - £6808.34

PPC - £23,208.70

VH - £5052.97

- Unanimously agreed to adopt the June payments.
- b. To adopt year to date accounts.
- CIL spend £1360 on George Pottinger Architect for the pavilion
 - PF energy costs well over expected budget.
 - PF – Bourne sport playing field work part completed
 - Unanimously agreed to adopt the year to date accounts.
- c. To adopt bank reconciliations and corresponding bank statements
- Cllr PB advised all agreed, it was noted that the £40k deposited with Cambridge BS – Cllr PB and NB logged onto account with the Clerk to view the amount sitting at Cambridge. It was noted that this is a viewing account and no transfers can take place.
- Unanimously agreed to adopt bank recs and corresponding bank statements.



PLUMPTON PARISH COUNCIL

11. Neighbourhood Plan Update

- Cllr NB – talked about Nolands access as part of District Cllr report above – met two from Highways – may get some mitigation out of it which ESH will look at it again.
- Meeting with the Wealden Group on 13th June.
- Housing Needs survey is published on the website.

(i) Planning Liaison Working Group update

(ii) Plumpton Hub – to discuss lease length and cost proposal from Bedford Park for orchard/allotment area.

- Bedford Park have suggested a lease length of 125 years and a rent of £3000 per year. Not what PPC were envisaging and were of the opinion that it would be a peppercorn rent. **Clerk to action.** Invite Ben Ellis to July PPC meeting.

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

- PPC went through action points and agreed some were out of date/had been actioned or PPC felt did not require action. Clerk to update and pass back to the VH Manager.

13. To adopt the Community Emergency Plan

- Defer to next meeting

14. Committee/Working Group Reports

i. Transport and Environment/Footpaths/Policing

- Invite PCSO to the next meeting – Clerk to email Trevor Leggo advise never see him and has been invited to parish meeting on a couple of occasions. **Clerk to action.**

ii. To agree to use part of the Neighbourhood Plan allocated funds for the National Nature Recovery Strategy (subject to quote).

- NPlan EMR has £6410 available. SDNP will match 50% of the quote. It was agreed in principle to use some funds from Neighbourhood Plan earmarked reserves - subject to quote but PPC have been advised it should be in the region of £6000.

d. Village Hall



PLUMPTON PARISH COUNCIL

- i. Update on path reinstatement from UKPN
 - Clerk received a call from UKPN fault department who were the ones who dug up the path. Clerk is arranging a site visit with UKPN in the next week or so and to advise Cllrs JB and JM of date. **Clerk to action.**

- e. Playing Field/Pavilion

- i. To note playpark inspection and action where necessary.
 - PPC 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 this week. Sandpit sand has been ordered and will be refilled by Cllr JB this week. Please note deterioration in one of the posts but they state low risk - Cllr JB advised that there is a small amount of rot is at the end of the post and not part of a structural part of the frame - if it starts to get closer to the bolt then PPC to action.

- ii. Pavilion working group update

Cllr PB reported back after the working group meeting on 10th June – News from Tina that Danwood needed some drawings in order to quote – working group meeting saw way ahead was to get George Pottinger to do the RICS stage 2 concept design. To that, PPC have to add the topographical survey which will be £2370 + VAT – have asked George if we can have drawings by next working group meeting on 8th July. Cllr JB also advised that the working group requested two drawings one two storey and the other single storey. To be timber framed/modular construction.

Results from surveys – pleasing thing was resident and users survey were in line with PPC and working group thinking. Neighbour surveys were posted through their doors but not received anything back yet. Surveys to close on 14th June.

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.

- Unanimously agreed to proceed with stage 2 concept design and arrange for the topographic survey at £2370 + VAT using CIL funds. **Clerk to action.**

15. Interaction with Plumpton Primary School

- Nothing to report. Clerk has not heard anything more from them regarding seed planting at the two planters. It was noted that Honeybees have planted their section of the planters.

16. Communications/Website



PLUMPTON PARISH COUNCIL

(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.

- Unanimously approved to proceed. **Clerk to action.** Cllr NB to speak to camera club for village images

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

- Cllr NB reported that PVS have noted that Ken Beards postcard collection is being valued would PPC be interested in purchasing some subject to valuation. **Clerk to put on July agenda.**
- Cllr PB unable to attend July meeting and sends apologies. Duly noted.

Meeting closed: 21.37

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 12/06/2024

Time: 13:53

Current Account

List of Payments made between 12/06/2024 and 05/07/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/07/2024	Countrywide Grounds Maintenanc	242521	337.80		Countrywide Grounds Maintenanc
05/07/2024	J&B Window Cleaning	242522	45.00		J&B Window Cleaning
05/07/2024	Lewes District Council dog bin	242523	46.80		Lewes District Council Dog bin
05/07/2024	Lewes District Council playpar	242524	18.00		Lewes District Council play pa
05/07/2024	Rentokil Initial	242525	59.82		Rentokil Initial
05/07/2024	British Telecom	242526DD	38.06		British Telecom
05/07/2024	OPUS ENERGY	242527DD	240.60		OPUS ENERGY 20/5-16/6
05/07/2024	Unity Trust	CHGS	18.00		Unity Trust
05/07/2024	Jim Brown expenses	242528	19.98		Jim Brown expenses

	Total Payments		<u>824.06</u>		
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PPC T1 Unity Account

List of Payments made between 12/06/2024 and 04/07/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/07/2024	Parish Council Websites dep	242530	314.58		Parish Council Websites dep
04/07/2024	L Stevens tree plaque replacem	242531	35.10		L Stevens tree plaque replacem
04/07/2024	LDALC annual subs	242532	20.00		LDALC annual subs
04/07/2024	Anita Emery expenses	242533	128.50		Anita Emery expenses
04/07/2024	EMS Design and Print APM book	242534	72.79		EMS Design and Print APM book
04/07/2024	Lewes District	242535	280.80		Lewes District Dog Bins
04/07/2024	HMRC PAYE Period 4	242536	469.48		HMRC PAYE Period 4
04/07/2024	Salaries July	242537	2,814.88		Salaries July
04/07/2024	East Sussex Pension Fund	242538	806.67		East Sussex Pension Fund
04/07/2024	PTFA Grant 2024-2025	GRANT	500.00		PTFA Grant 2024-2025
04/07/2024	Unity Trust Bank charges	CHGS	18.00		Unity Trust Bank charges

Total Payments	<u>5,460.80</u>
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Time: 09:41

Current Account

List of Payments made between 12/06/2024 and 05/07/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/07/2024	Frankie Donovan cleaning	242520	28.60		Frankie Donovan cleaning
04/07/2024	Viking Direct Cleaning supplie	242521	76.99		Viking Direct cleaning supplie
04/07/2024	Chubb Fire & Security	242522	618.62		Chubb Fire & Security
04/07/2024	Jane Donovan Exp	242523	38.46		Jane Donovan Exp
04/07/2024	Jack Allsobrook VH green 2/7	242524	200.00		Jack Allsobrook VH green 2/7
04/07/2024	Jack Allsobrook VH Green 14/6	242525	200.00		Jack Allsobrook VH Green 14/6
04/07/2024	J&B Services Window cleaning	242526	43.00		J&B Services Window cleaning
04/07/2024	K Mcllwain Dep return	242527	100.00		K Mcllwain Dep return
04/07/2024	BT	242528	38.06		BT
04/07/2024	Opus Energy 9/5-9/6/2024	242529DD	966.11		Opus Energy 9/5-9/6/2024
04/07/2024	CASTLE WATER	242530DD	27.69		CASTLE WATER
05/07/2024	Bank charges	CHGS	18.00		Bank charges

Total Payments	<u>2,355.53</u>
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Detailed Receipts & Payments by Budget Heading 05/07/2024

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	170	0	(170)			0.0%	
1110 Grants Received	7,500	15,000	7,500			50.0%	
1115 Donations Received	24	0	(24)			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	11,236	25,168	13,932			44.6%	0
Net Receipts	11,236	25,168	13,932				
<u>101 Payments</u>							
4010 Electricity	3,814	5,000	1,186		1,186	76.3%	
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	90	250	160		160	36.0%	
4050 Telephone/Internet	127	360	233		233	35.2%	
4055 Insurance & Licences	0	1,200	1,200		1,200	0.0%	
4065 Bank Charges	18	0	(18)		(18)	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	158	2,500	2,342		2,342	6.3%	
4210 Skatepark	190	900	710		710	21.1%	
4211 Play Park	764	2,645	1,881		1,881	28.9%	
4400 3-5 Year Plan (Pavilion)	0	400	400		400	0.0%	
Payments :- Indirect Payments	9,644	28,755	19,111	0	19,111	33.5%	0
Net Payments	(9,644)	(28,755)	(19,111)				
<u>999 VAT Data</u>							
515 VAT on Payments	1,789	0	(1,789)		(1,789)	0.0%	
VAT Data :- Indirect Payments	1,789	0	(1,789)	0	(1,789)		0
Net Payments	(1,789)	0	1,789				
Grand Totals:- Receipts	11,236	25,168	13,932			44.6%	
Payments	11,433	28,755	17,322	0	17,322	39.8%	
Net Receipts over Payments	(197)	(3,587)	(3,390)				
Movement to/(from) Gen Reserve	(197)						

Detailed Receipts & Payments by Budget Heading 04/07/2024

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	568	100	(468)			568.4%	
1100 Allotment Rent	120	210	90			57.1%	
1151 ANNUAL INSURANCE	0	3,440	3,440			0.0%	
Receipts :- Receipts	54,823	197,096	142,273			27.8%	11,975
Net Receipts	54,823	197,096	142,273				
6001 less Transfer to EMR	11,975						
Movement to/(from) Gen Reserve	42,848						
<u>101 Payments</u>							
4000 SALARIES	14,126	46,294	32,168		32,168	30.5%	
4005 PAYE & NIC	1,036	3,196	2,160		2,160	32.4%	
4006 Pension	2,838	9,394	6,556		6,556	30.2%	
4010 Office Allowance	532	1,250	718		718	42.6%	
4015 Subs & Charges	1,005	1,550	545		545	64.8%	
4025 Stationery & Postage	352	800	448		448	44.0%	
4030 Printing	120	150	30		30	79.8%	
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	2,010	3,000	990		990	67.0%	
4061 Charity Grants	7,500	15,000	7,500		7,500	50.0%	
4065 Bank Charges	18	50	32		32	36.0%	
4070 Maintenance	548	1,800	1,252		1,252	30.4%	
4071 Fixed Asset Maintenance	170	1,000	830		830	17.0%	170
4073 Bins	468	1,000	532		532	46.8%	
4080 Professional Fees	0	750	750		750	0.0%	
4081 IT	40	1,325	1,285		1,285	3.1%	
4082 Website	262	0	(262)		(262)	0.0%	
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	36,153	93,459	57,306	0	57,306	38.7%	1,530
Net Payments	(36,153)	(93,459)	(57,306)				
6000 plus Transfer from EMR	1,530						
Movement to/(from) Gen Reserve	(34,623)						

Detailed Receipts & Payments by Budget Heading 04/07/2024

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	388	0	(388)		(388)	0.0%	
VAT Data :- Indirect Payments	<u>388</u>	<u>0</u>	<u>(388)</u>	<u>0</u>	<u>(388)</u>		<u>0</u>
Net Receipts over Payments	<u>8,053</u>	<u>0</u>	<u>(8,053)</u>				
Grand Totals:- Receipts	63,265	197,096	133,831			32.1%	
Payments	36,542	93,459	56,917	0	56,917	39.1%	
Net Receipts over Payments	<u>26,723</u>	<u>103,637</u>	<u>76,914</u>				
plus Transfer from EMR	1,530						
less Transfer to EMR	11,975						
Movement to/(from) Gen Reserve	<u>16,278</u>						

Detailed Receipts & Payments by Budget Heading 05/07/2024

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	284	100	(184)			283.5%	
1130 Hiring Income	6,318	30,500	24,182			20.7%	
1131 HALL HIRE SECURITY RECEIPT	400	0	(400)			0.0%	
1140 Fundraising Income	677	0	(677)			0.0%	677
1141 Jumble Sale Proceeds (User Gro	300	0	(300)			0.0%	300
1150 Miscellaneous Income	1,574	0	(1,574)			0.0%	
1160 FIT Payments	1,834	6,000	4,166			30.6%	
	11,387	36,600	25,213			31.1%	977
Income :- Receipts							
	11,387	36,600	25,213				
Net Receipts							
6001 less Transfer to EMR	977						
Movement to/(from) Gen Reserve	10,410						
101 Payments							
4001 Holiday Cover	51	150	99		99	34.3%	
4003 VH Manager Expenses	288	800	512		512	35.9%	
4010 Electricity	2,551	7,600	5,049		5,049	33.6%	
4011 Water	173	650	477		477	26.6%	
4015 Village Green Maintenance	1,541	4,000	2,459		2,459	38.5%	
4021 HALL HIRE SECURITY RETURNS	200	0	(200)		(200)	0.0%	
4050 Telephone/Internet	95	600	505		505	15.9%	
4055 Insurance & Licences	270	3,000	2,730		2,730	9.0%	
4065 Bank Charges	18	0	(18)		(18)	0.0%	
4070 Maintenance	1,549	2,500	951		951	62.0%	
4071 Bins	284	1,100	816		816	25.8%	
4090 Fire Inspection	516	900	384		384	57.3%	
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%	
	9,702	36,600	26,898	0	26,898	26.5%	0
Payments :- Indirect Payments							
Net Payments	(9,702)	(36,600)	(26,898)				
999 VAT Data							
515 VAT on Payments	786	0	(786)		(786)	0.0%	
	786	0	(786)	0	(786)		0
VAT Data :- Indirect Payments							
Net Payments	(786)	0	786				

Detailed Receipts & Payments by Budget Heading 05/07/2024

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	11,387	36,600	25,213			31.1%	
Payments	10,487	36,600	26,113	0	26,113	28.7%	
Net Receipts over Payments	<u>899</u>	<u>0</u>	<u>(899)</u>				
less Transfer to EMR	977						
Movement to/(from) Gen Reserve	<u>(78)</u>						

Plumpton Playing Field

Bank - Cash and Investment Reconciliation as at 5 July 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

05/07/2024	Current Account	5,090.43
05/07/2024	Deposit Account	11,190.46
05/07/2024	NSI Investment Account	1,705.59

17,986.48

Unpresented Payments

545.48

17,441.00

Receipts not on Bank Statement

0.00

Closing Balance

17,441.00

All Cash & Bank Accounts

1	Current Account	4,544.95
2	Deposit Account	11,190.46
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	17,441.00

Plumpton Village Hall

Bank - Cash and Investment Reconciliation as at 5 July 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

04/07/2024	Current Account	5,262.70
05/07/2024	Deposit Account	41,636.58
10/05/2024	Unity Current Account	0.00

46,899.28

Unpresented Payments

1,332.21

45,567.07

Receipts not on Bank Statement

0.00

Closing Balance

45,567.07

All Cash & Bank Accounts

1	Current Account	3,930.49
2	Deposit Account	41,636.58
3	Unity Current Account	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	45,567.07

Plumpton Parish Council

Bank - Cash and Investment Reconciliation as at 4 July 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

04/07/2024	PPC1 Unity	4,185.83
04/07/2024	PPC Unity Instant Access Saver	85,851.28
04/07/2024	Cambridge Building Society	40,000.00

130,037.11

Unpresented Payments

4,628.22

125,408.89

Receipts not on Bank Statement

0.00

Closing Balance

125,408.89

All Cash & Bank Accounts

1	Current Bank Accounts	-442.39
4	Unity Bank Instant Access Savi	85,851.28
5	Cambridge Building Society	40,000.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	125,408.89

Correspondence List for Plumpton Parish Council

Received since 6th June 2024 onwards

Subject / Type of Correspondence	Communicated to
1. D Timmins – drainage	Clerk/PPC
2. S Ward – PF	Clerk/PPC
3. C Nicholson – Nature Recovery Strategy	Clerk/PPC
4. ESH – EVF work	Clerk/FB
5. P Blan – Rectory Meadow	Clerk/NB
6. D Jones – PTC re removal of committee member	Clerk
7. James Lungley – Parish website	Clerk/LS
8. G Martin – playing field x2	Clerk/PPC
9. W Cruttenden – ESH over grown hedge EVF	Clerk
10. G Pottinger – Pav project	Clerk
11. L Stevens – tree plaque	Clerk
12. P Antrobus – Handyperson position	Clerk
13. Bourne Sport – sanding and herbicide	Clerk
14. James Lungley – parish website	Clerk
15. L Sheeran – website	Clerk
16. Clear Councils – insurance paperwork	Clerk
17. PKF Littlejohn – External audit	Clerk
18. D Jones PTC lease	Clerk
19. F Symes – Oak Tree (Acorns)	Clerk/PPC
20. UKPN – VH path	Clerk
21. Honeybees – car park incident plus various	Clerk/JB
22. C Marchant PCSO – car park incident	Clerk
23. D Witcher – Nolands site	Clerk/PPC
24. Cllr N Tigg – LTC email	Clerk
25. C Nicholson – Nature Recovery	Clerk/PPC
26. F Symes – Oak Tree (Acorns)	Clerk
27. A Becvar – Tree Warden ESCC	Clerk
28. L Stevens – War Memorial Pediment	Clerk/PPC
29. K Speirs – Bourne	Clerk
30. LDC – Community Asset Scout Hut	Clerk
31. C Nicholson – Nature Recovery ToR	Clerk/NB/NDS
32. M Pullen – Tree warden LDC – TPO's	Clerk
33. R Jury – Allotment pump	Clerk/JB
34. D Jones – Tennis Club lease	Clerk/NB/PB
35.	

Clerk Report – June/July 2024

- Contacted RW Green and met on site regarding garden maintenance around the village.
- Sent dates to UKPN for site meeting
- Instructed Parish Council websites to rebuild site – PVS contacted Louise regarding their piggyback site off the existing site and how that would work – in discussions with the new website company about it as they are not a gov organisation and now we have a .gov domain – but they could have a page.
- Emailed Ben Ellis re lease and invited to PPC July meeting
- Responded to junior football re drainage costs etc – no response back.
- Queried SID license with Balfour Beatty – awaiting response
- Instructed George Pottinger to proceed with stage 2 and topographic survey (12th June)
- Topographic survey for pavilion project completed on 1st July.
- Tendered grass cutting contract to Bourne, Barcombe Landscapes and RW Green.
- August – I will be offline 1st-16th August returning Monday 19th August (working hours will be different due to school holidays).
- Path between Westgate and Station road has been repaired by UKPN (NB they just turned up without prior site meeting with me). Path to be inspected and to decide if happy or to write back to UKPN.
- Written to South East Water regarding Tenterden property flooding – SEW passed the blame to PPC who also advised the resident that they had written to PPC. Awaiting a response from SEW. Response received – TBC at meeting.
- Jim repaired latch on 5 bar gate to playing field and silicone the protruding nails through our new shed, pump at allotment repaired.
- HB are having trouble parking due to more train users leaving their cars overnight. They have requested signage and I mentioned a possible chain from bollard to bollard but it will need to be removed on a Friday for other users. (to be discussed under (eiv) of agenda.
- Element in the boiler at VH has failed – agreed to replace for £230 + VAT – James Eastwood arranging repair. Original only lasted 18 months – Clerk has asked VH Mgr to ask why this was and hope the new one lasts longer.
- Application enquiry for Handyperson received. Application not received back. Clerk to speak to applicant to invite for an informal chat with Chair.
- Tennis Club have changed to a management committee rather than a trust – lease amended to that effect plus removal of their Chair as resigned.
- Finance Regulations reviewed by Clerk – 1270 word changes – Clerk advised that although on July PPC agenda for Finance Committee to review at the Sept meeting and then present to full council same evening.
- Oak tree on residential property Acorns by entrance to the playground has been condemned by their insurance company. Fred Symes dealing with removal and has asked for access through field gate – work potentially to be on 25th July when activity scheme aren't there. Fred to investigate state of oak once felled as covered in ivy and to advise if suitable to be used within the new pavilion. Spoken with Tree Warden at LDC and the oak does not have a TPO on it. Have asked to see a copy of the insurance letter advising condemned.
- Hot water tap in the outside toilet at the pavilion has ceased up. WD40 sprayed but not realising. James Eastwood instructed to repair/replace.
- Invoices issued to cricket/stoolball/bowmen and HB summer term.

- PVS arranged for site meeting with Paul Manville at the VH to obtain a report on removal of the WWI Pediment. PVS attending meeting to report back.
- Letter of complaint written to UKPN – site meeting arranged for 12th July.
- Complaint received regarding overgrown hedges along Station Road – Clerk to speak to ESH.
- ESH enforcement officer visited EVF as requested by Clerk to enforce resident to cut back hedge as impassable, no further response from resident who flagged the issue.
- New 2024 finance regulations read through and amended (1270 word changes in total). Agreed to let finance committee go through and confirm happy in September and then present to full council the same evening.