PLUMPTON PARISH COUNCIL

Minutes of the Finance Committee held in Plumpton Village Hall on 11th December 2018 at 19.00.

Present: Cllr P Stevens (Chair) (Cllr PS), Cllr N Beaumont (Cllr NB), Cllr Catherine Jackson (Cllr CJ), Cllr Nick Satchell (Cllr NS).

Absent: 0

Anita Emery (Clerk & RFO).

Members of the Public: 0

1. Apologies for absence

   - None

2. Declaration of pecuniary and disclosable interests in respect of matters to be discussed.

   - None

3. To Approve Minutes from the Finance Committee meeting held 9th October 2018.

   - **164: It was RESOLVED and AGREED that the minutes of the meeting of 13th November 2018 were an accurate account of that meeting and were signed by the Chair.**

4. Clerks Report on any Matters Arising from previous Meetings.

   - Clerk advised she had instructed LDC to commence with the monthly playpark inspections in February (subject to LDC's confirmation). The annual inspection is taking place in January 2019.
   - Clerk reported on her findings regarding overspend on electrical works which was unavoidable due to the urgency in which the work needed to be done for compliance reasons and health and safety. Clerk noted that the quote did state if the current supplies were not compliant then further work would be required as was the case, however Clerk advised the supplier was not asked how much extra this cost would be prior to the works commencing.
   - Clerk advised the VH chair had sent over the wish list to the FC in February and Cllr NS should be in receipt of this.

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Anita Emery
Plumpton Parish Clerk
e: anita.emery@plumptonpc.co.uk
t: 07570 445501
PO Box 292
Hartfield
TN6 9FB

5. To approve expenditure as itemised on the schedules from 7th November to 3rd December 2018.

   - **165: It was RESOLVED and AGREED that the expenditure of 7th November to 3rd December 2018 as per Appendix 1 (PPC £2,447.27), 2 (VH £4,622.86) and 3 (PF £4,602.83) would be released. Chair signed to that effect.**

   - Clerk confirmed as at 3rd December the two remaining donations for the Soldier Silhouette had still not been received. **Clerk to check bank and advise Cllr PS.**

6. To approve bank statements 6th November to 3rd December 2018.

   - **166: It was RESOLVED and AGREED that the Account Statements were an accurate account of the closing balance of all accounts for 6th November to 3rd December 2018. Chair signed to that effect.**

7. To approve year to date account to 3rd December 2018.

   i) Report 1 - PPC
   ii) Report 2 - VH
   iii) Report 3 – PF

   - **167: It was RESOLVED and AGREED that year to date accounts for PPC, VH & PF to 3rd December were accurate.**

8. Budget and Precept

   - Final PPC budget had been forwarded to the finance committee prior to the meeting. No comments were made, and members were happy with budget recommendation. Clerk advised the precept would be increased from £56,062 to £57,183 a percentage increase of 1.2% well below inflation, an increase of £1.01 per annum on a Tax Band D household, however it was noted that this would not balance the budget and therefore £9429 would be taken from general reserves adhering to the new budgeting rules such that specific reserves should be held for future maintenance items that are being earmarked for. This would be presented on 8th January 2019 for full council approval.

   - **117: It was RESOLVED and AGREED to submit the precept for 2019/2020 of £57,183 to full council on 8th January 2019.**

DRAFT

Anita Emery
Plumpton Parish Clerk
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9. Community Infrastructure Levy

    - Cala Homes had received permission for the development next to Oakfield providing the district council potentially with £350,000 in CIL money. Cllr PS asked the Clerk to check this figure and confirm what Plumpton will receive. **Clerk to action and report back.**

10. Questions from Finance Committee Members.

    - Cllr NB asked re landscaping on the Village Green – Cllr NS is currently working on the VH 2019/2020 budget.

Cllr PS thanked the Committee and noted the next meeting was 8th January 2019 not December as stated on the agenda.

Meeting Closed 19:25

Dates of Next Meetings:
8th January 2019 – Finance Committee – 19:00 – Parish Council – 19:45

Anita Emery | Parish Clerk | 12th December 2018

DRAFT

Anita Emery
Plumpton Parish Clerk
e: anita.emery@plumptonpc.co.uk
t: 07570 445501
PO Box 292
Hartfield
TN6 9FB

Appendix 1

Plumpton Parish Council
List of Payments made between 07/11/2018 and 03/12/2018

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
19/11/2018	INFORMATION COMMISSIONERS	181958	35.00	DATA PROTECTION ANNUAL FEE
19/11/2018	Viking Direct	181972	100.16	STATIONERY
19/11/2018	FRED SYMES	181973	210.00	TREE SURGERY AT ALLOTMENTS
30/11/2018	R Wells	181965	60.66	Remembrance Grant
30/11/2018	LA Stevens	181966	254.05	Remembrance Expenses
30/11/2018	HMRC	181967	116.46	PAYE/NIC
30/11/2018	Anita Emery	181968	95.02	CLERK STANDING EXPENSES
30/11/2018	Anita Emery	181969	791.66	CLERK SALARY
30/11/2018	East Sussex Pension Fund	181970	508.86	PENSION PAYMENTS
30/11/2018	Mulberry & Co	181971	275.40	INTERIM INTERNAL AUDIT
		Total Payments	2,447.27	

Appendix 2

Date: 03/12/2018

Time: 14:11

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Plumpton Village Hall
Current Account s made between
List of Payment 07/11/2018 and 03/12/2018

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
19/11/2018	FRED SYMES	181974	130.00	TREE WORKS BY POND
19/11/2018	ALEX HART	181975	130.00	GREEN CUTTING
19/11/2018	Jane Donovan	181976	16.45	VH MGR EXPENSES
24/11/2018	Opus Energy	181977	477.30	ELECTRICITY 9.10-8.11.18
27/11/2018	Plumpton Parish Council	TRANS	272.20	PENSION PAYMENT
30/11/2018	Jane Donovan	181972	898.11	VH MGR SALARY
02/12/2018	BT	181973	70.20	BROADBAND
03/12/2018	Public Works Loan Board	181978	2,528.60	LOAN PAYMENT
03/12/2018	Plumpton Parish Council	TRANS	100.00	P COLLEGE SOLDIER DONATION
		Total Payments	4,622.86	

DRAFT

Anita Emery
Plumpton Parish Clerk
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t: 07570 445501
PO Box 292
Hartfield
TN6 9FB

PLUMPTON PARISH COUNCIL

Appendix 3

Date: 03/12/2018

Time: 14:30

Plumpton Playing Field

Current Account

List of Payments made between 07/11/2018 and 03/12/2018

Date Paid	Payee Name	Reference	Amount Paid Authorized Ref	Transaction Detail
17/11/2018	British Telecom	181964	63.84	BROADBAND
19/11/2018	FRED SYMES	181956	300.00	TREE SURGERY AT PLAYPARK
19/11/2018	SF DRAINAGE	181958	710.00	CLEAR BLOCKED TOILET
19/11/2018	Glyn Wells	181959	987.50	GRASS AND PITCH
19/11/2018	MPS ELECTRICS	181960	1,074.00	EICR TESTING
19/11/2018	JANE DONOVAN	181961	81.87	PAV EXPENSES
19/11/2018	Allen Upton	181962	60.00	UNBLOCKING OF TOILET IN PAV
19/11/2018	ROB WESTGATE	181963	260.00	REPAIR OF POST GATE IN PLAYPAR
20/11/2018	SF Drainage	181958	-710.00	REVERSE TYPO
20/11/2018	SF DRAINAGE	181958	70.00	UNBLOCK DISABLED TOILET
27/11/2018	VILLAGE HALL	181953	278.81	TO COVER VH MGR HOURS FOR PAV
30/11/2018	PYROTEC LTD	181952	526.44	NEW EXTINGUISHER AND SERVICE
30/11/2018	CASTLE WATER	181954	425.73	SUPPLY & WASTE 1.7-31.12.18
30/11/2018	Chris Lambert	181955	126.80	CLEANER SALARY
01/12/2018	OPUS ENERGY	181957	347.84	ELECTRIC 17.10-15.11
		Total Payments	4,602.83	

DRAFT

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