



PLUMPTON PARISH COUNCIL

Minutes of the Finance Committee held in Plumpton Village Hall on 8th January 2019 at 19.00.

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

Absent: 1

Anita Emery (Clerk & RFO).

Members of the Public: 0

In the absence of Chair Cllr Stevens, Cllr Beaumont proposed Cllr Satchell to chair the meeting seconded by Cllr Jackson.

1. Apologies for absence
 - **Cllr Stevens had tendered his apologies and was accepted by FC**
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.
 - **169: It was RESOLVED and AGREED that the minutes of the meeting of 11th December 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 the donation had been received by anonymous for the Soldier Silhouettes but was still waiting for the Racecourse donation. **Clerk to advise Cllr PS.**
 - Clerk reported the PC will received £87,500 in CIL money from the Oakfield development which will be paid in increments at the start of the build. Cllr NS asked the Clerk to define "start of the build" and in what increments will the money be paid. **Clerk to report back.**



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5. To approve expenditure as itemised on the schedules from 4th December to 7th January 2019.
 - **170: It was RESOLVED and AGREED that the expenditure of 4th December 2018 to 7th January 2019 as per Appendix 1 (PPC £2,625.52), 2 (VH £2,784.05) and 3 (PF £1,131.50) would be released. Chair signed to that effect.**

6. To approve bank statements 4th December 2018 to 7th January 2019
 - **171: It was RESOLVED and AGREED that the Account Statements were an accurate account of the closing balance of all accounts for 4th December 2018 to 7th January 2019. Chair signed to that effect.**

7. To approve year to date account to 7th January 2019
 - 7.1 Report 1 - PPC
 - 7.2 Report 2 - VH
 - 7.3 Report 3 - PF
 - **172: It was RESOLVED and AGREED that year to date accounts for PPC, VH & PF to 7th January 2019 were accurate.**

8. Budget and Precept
 - Cllr NS confirmed the VH and PF budget will be ready for approval at February's meeting.

9. Community Infrastructure Levy
 - See Clerks report 4 above

10. Questions from Finance Committee Members.
 - None

Meeting Closed 19:15

Dates of Next Meetings:

12th February 2019 – Finance Committee – 19:00 – Parish Council – 19:45

Anita Emery | Parish Clerk | 9th January 2019



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Appendix 1

Page 1

Date: 07/01/2019

Plumpton Parish Council

Time: 12:09

Current Bank Accounts

List of Payments made between 12/12/2018 and 07/01/2019

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------|------------------|--------------------|-----------------------|---------------------------|
| 17/12/2018 | East Sussex Pension Fund | 181975 | 508.86 | | PENSION PAYMENTS |
| 17/12/2018 | HMRC | 181977 | 116.46 | | PAYE/NIC |
| 17/12/2018 | Anita Emery | 181978 | 63.34 | | STANDING EXP DEC |
| 17/12/2018 | Anita Emery | 181979 | 791.66 | | CLERK SALARY |
| 17/12/2018 | Lewes District | 181980 | 187.20 | | DOG BINS |
| 17/12/2018 | SSALC | 181981 | 120.00 | | CLERK TRAINING |
| 17/12/2018 | Treaty Services Ltd | 181982 | 378.00 | | WEBSITE ADMIN |
| 07/01/2019 | Nick Beaumont | 181974 | 22.00 | | Expenses |
| 07/01/2019 | CATHERINE JACKSON | 181976 | 438.00 | | DEFIB PADS |
| Total Payments | | | <u>2,625.52</u> | | |



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Appendix 2

Date: 07/01/2019

Page 1

Time: 13:36

Plumpton Village Hall

Current Account

List of Payments made between 04/12/2018 and 07/01/2019

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|-------------------------|------------------|--------------------|-----------------------|---------------------------|
| 17/12/2018 | BROOK HART | 181980 | 130.00 | | VH GREEN CUT |
| 17/12/2018 | CANNON HYGIENE | 181981 | 78.18 | | HYGIENE BIN |
| 17/12/2018 | F DONOVAN | 181982 | 50.00 | | VH CLEANING COVER |
| 17/12/2018 | J DONOVAN | 181983 | 31.33 | | EXPENSES |
| 17/12/2018 | Jane Donovan | 181984 | 898.11 | | VH MANAGER SALARY |
| 17/12/2018 | PH BUXTONS | 181985 | 77.39 | | NEW CURTAIN |
| 17/12/2018 | Plumpton Parish Council | TRANS | 272.20 | | PENSION PAYMENT |
| 24/12/2018 | Opus Energy | 181979 | 914.89 | | Electricity to 8.12.18 |
| 01/01/2019 | BT | 181986 | 70.20 | | BROADBAND |
| 07/01/2019 | MPS ELECTRICS | 181987 | 96.00 | | C2 REMEDIAL WORKS |
| 07/01/2019 | CJS Portsmouth | 181988 | 165.75 | | CLEANING SUPPLIES |
| Total Payments | | | 2,784.05 | | |



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Appendix 3

Date: 07/01/2019

Page 1

Time: 14:03

Plumpton Playing Field

Current Account

List of Payments made between 04/12/2018 and 07/01/2019

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|------------------|------------------------|------------------|--------------------|-----------------------|---------------------------|
| 17/12/2018 | Chris Lambert | 181968 | 126.80 | | CLEANER SALARY |
| 17/12/2018 | Cannon Hygiene | 181969 | 41.18 | | HYGIENE BIN |
| 17/12/2018 | Lewes District Council | 181970 | 27.14 | | LITTER BINS |
| 17/12/2018 | British Telecom | 181971 | 63.84 | | BROADBAND |
| 17/12/2018 | Allen Upton | 181972 | 85.00 | | FIT NEW VALVE IN PAV |
| 01/01/2019 | OPUS ENERGY | 181967 | 451.79 | | ELECTRIC TO 15.12.18 |
| 07/01/2019 | CJS Portsmouth | 181965 | 165.75 | | CLEANING SUNDRIES |
| 07/01/2019 | PLUMPTON SIGNS | 181966 | 170.00 | | PLAYPARK & PAV SIGNS |

Total Payments 1,131.50