



PLUMPTON PARISH COUNCIL

FINANCE COMMITTEE

Minutes of the Finance Committee held at the Village Hall on 14th September 2021 at 19.00.

Present: Cllr P Burford (Cllr PB, Chair), Cllr P Stevens (Cllr PS), Cllr N Beaumont (Cllr NB),

Also in attendance: Anita Emery (Clerk & RFO).

Absent: Cllr Alison Gardiner (Cllr AG) and Cllr Nick Satchell (Cllr NS).

Members of the Public: 0

97. To accept apologies for absence

- Cllr Gardiner and Cllr Satchell both tendered their apologies and reasons were accepted.

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

- None

99. To Approve Minutes from the Finance Committee meeting held on 10th August 2021.

- It was unanimously agreed to approve the minutes of the meeting held on 10th August 2021. Cllr Stevens signed to that effect as Cllr Burford was absent at that meeting.

100. Clerks Report on any Matters Arising from previous Meetings

- Nothing to report

101. To approve expenditure items as itemised on the schedules.

- a. Report 1 – PPC Expenditure
- b. Report 2 – VH Expenditure
- c. Report 3 – PF Expenditure

- Clerk advised there were some late additional expenditures to add as followed;
- PPC - £7.99 – Apple press maintenance, £58.80 for Lych Gate plaque and £28.12 for PCC. Clerk advised the final two expenditure were the final payments in relation to the Lych Gate and this can be closed. Duly noted.
- VH - £42 – Window Cleaning
- PF - £43 – window cleaning and £127.00 Plumpton Signs.
- It was therefore agreed to release the payments of PPC £11,195.15, VH £3627.06 & PF £2239.84. Cllr Burford signed to that effect.



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102. To approve bank statements and reconciliations.
- Unanimously agreed and Cllr Burford signed to that effect. Cllr Beaumont seconded.
103. To approve year to date accounts.
- a. Report 1 – PPC YTD
 - b. Report 2 – VH YTD
 - c. Report 3 – PF YTD
- Clerk to look at the maintenance budget line of the VH to make sure the appropriate expenditure has been allocated correctly. **Clerk to action.** Cllr PB is waiting on the estimate on income for the year end from the VH.
 - Clerk to look at the Feed In Tariff to check expiry of the contract. **Clerk to action**
 - Unanimously approved the year to date accounts.
104. Community Infrastructure Levy
- Clerk reported the CIL money for Sigma Homes would be received in 3 tranches. 1st - October 2021 - £5916.62, 2nd - Feb 2022 - £29,583.07 and 3rd – August 2022 - £23,666.46. This was duly noted.
105. Discuss moving bank accounts from Barclays to Unity Trust
- Clerk advised she had contacted Unity Trust and was waiting to hear back on bank charges etc. **Clerk to report back.**
106. Update on PPC credit/debit card.
- Clerk advised Unity Trust do not offer debit cards only credit cards and will report back next month along with item 105. **Clerk to report back.**
107. Update on review of fixed asset list
- Cllr PB reported he had received the draft from Cllr NS but more work still required but can confirm the basis has been done of what was required. Cllr NS had reported that the first draft of the 2022/23 budget for the VH had been drawn up.
108. To discuss feasibility of electric car charger at VH car park.
- Agreed to defer as Cllr NS absent.
109. To discuss and consider S137 grant applications.
- Applications had been sent to committee prior to the meeting. Two applications received.
1. Hospice in the Weald – agreed to donate £250 directly to the Hospice as the application was to waiver the hall hire for their festive fair. **Clerk to action.**



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2. Plumpton Flower Club – agreed in principle up to £250, however FC wished to know what level of financial difficulty the Flower Club were in. **Clerk to report back to FC via email.**

110. To start discussions on 2022/2023 budget setting.

- Cllr PB confirmed budget process had started.

111. Questions from Parish Councillors and items to be added at the next meeting

- Cllr NB requested the Feasibility Study and Speed Activated Signs be on next months agenda.
- Jubilee celebration costings to be put on next months agenda. **Clerk to action.**

Meeting closed: 19.45

Dates of Next Meetings:

12th October 2021 – Parish Council Finance Committee 19:00 at Village Hall

12th October 2021 – Parish Council Meeting 19:45 at Village Hall

Anita Emery | Parish Clerk | 15/09/2021

Current Bank Accounts

List of Payments made between 05/08/2021 and 09/09/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/09/2021	SLCC	212253	185.00		ANNUAL CLERK SUBS
09/09/2021	Surrey Hill Solicitors	212254	750.00		FEES RE POSSESSORY TITLE
09/09/2021	East Sussex Pension Fund	212255	608.39		SEPT PENSION
09/09/2021	SALARIES	212256	2,069.89		SEPT SALARIES
09/09/2021	HMRC	212257	179.91		SEPT PAYE/NIC
09/09/2021	Anita Emery	212258	63.25		CLERKS EXPENSES
09/09/2021	Barclays	1.80	1.80		BANK CHARGES
09/09/2021	Playing Field a/c	PF	7,242.00		2ND TRANCHE GRANT
Total Payments			<u>11,100.24</u>		

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11/08/2021	LUCY RAWCLIFFE	212232	100.00		HALL DEPOSIT RETURN
11/08/2021	VIKING DIRECT	212233	85.81		STATIONERY
09/09/2021	Jane Donovan	212234	17.50		VH MANAGER EXPENSES
09/09/2021	INITIAL WASHROOM HYGIENE	212235	38.36		HYGIENE UNIT 1.6.21-31.8.21
09/09/2021	INITIAL WASHROOM HYGIENE	212236	38.36		HYGIENE UNIT 1.3.21-31.5.21
09/09/2021	INITIAL WASHROOM HYGIENE	212237	36.19		HYGIENE UNIT 1.6.20-31.8.20
09/09/2021	INITIAL WASHROOM HYGIENE	212238	36.19		HYGIENE UNIT 1.3.20-31.5.20
09/09/2021	INITIAL WASHROOM HYGIENE	212239	38.36		HYGIENE UNIT 1.12.20-28.2.21
09/09/2021	INITIAL WASHROOM HYGIENE	212240	36.19		HYGIENE UNIT 1.12.19-29.2.20
09/09/2021	MALCOLM BEARD	212241	542.00		MALCOLM BEARD VH WINDOWS
09/09/2021	CJS Portsmouth	212242	139.54		CLEANING SUPPLIES
09/09/2021	ROB WESTGATE	212243	1,764.00		NEW POST AND RAILS
09/09/2021	ALLEN UPTON	212244	475.00		LADIES TOILETS TAP MAINTENAN
09/09/2021	PLUSNET	212245	30.00		BROADBAND
09/09/2021	Opus Energy	212246	144.80		E;ECTRIC 9.7-8.8.21
09/09/2021	Business Stream	212247	62.76		WATER SUPPLY

Total Payments 3,585.06

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09/09/2021	CASTLE WATER	212255	0.90		WASTE WATER
09/09/2021	Lewes District Council	212256	18.00		PLAYPARK INSPECTION
09/09/2021	FRED SYMES	212257	1,480.00		TREE WORK & FENCE AT PLAYPARK
09/09/2021	A CHRISTIE	212258	350.00		REPAIR TO PAV ENTRANCE FLOOR
09/09/2021	OPUS ENERGY	212259	58.89		ELECTRIC
09/09/2021	PLUSNET	212260	32.38		BROADBAND
09/09/2021	PLUSNET	212261	54.67		BROADBAND
09/09/2021	CASTLE WATER	CASTDD	5.00		MONTHLY DD WATER

Total Payments 2,069.84

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