



# PLUMPTON PARISH COUNCIL

2<sup>nd</sup> December 2021

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council to be held at the Village Hall on Tuesday 14<sup>th</sup> December 2021 at 19.45 for the purpose of transacting the following business.

Members of the Public Welcome – please contact the clerk to advise of your attendance.

Signed *Anita Emery*

Anita Emery (Clerk to Plumpton Parish Council)

## The AGENDA is as follows:

## Member

- |      |  |       |
|------|--|-------|
| 282. | To accept apologies for absence  | Chair |
| 283. | To co-opt Zenna Needham (being deferred to January 2022 meeting)                           |       |
| 284. | Declarations of pecuniary and disclosable interests in respect of matters to be discussed. |       |
| 285. | To Approve Minutes from Parish Council meeting held on 9 <sup>th</sup> November            | Chair |
| 286. | Clerk's Report and discuss any Matters Arising from previous meeting.                      |       |
| 287. | Brief Report from the County and District Councillor on matters affecting this Parish.     |       |
| 288. | Questions from Members of the Public – limited to a maximum of 15 minutes in total         |       |
| 289. | Update from members who attended the ESALC Conference/AGM                                  |       |
| 290. | To discuss EV charging point email received from LDC                                       |       |

291. To ratify planning decision made over email after site visit on 19<sup>th</sup> November by Cllrs NDS and Cllr NB.

### **SDNP/21/05106/TPO**

#### **The Eugh, Plumpton Lane, BN7 3AJ**

Felling of Sycamores (T1-2, T4-9) due to overcrowding and Holly (T4).

### **SDNP/21/05105/TCA**

#### **The Eugh, Plumpton Lane, BN7 3AJ**

To fell due to die back Ash (T1). Allow maple (T6) to fill gap  
Ash (T3) fell due to die back allow cherry and hazel to fill gap  
Cherry (T4) – reduction will be circa 5 m to balance. Large cherry leaning northwards.  
Reduce weight of north-side branches to reduce risk of toppling.

292. Planning applications:

### **LW/21/0855**

#### **Land adjoining Oakfield House, Station Road**

Variation of condition 1 (approved plans) relating to application LW/18/0953

### **LW/21/0866**

#### **17 West Gate, Plumpton Green, BN7 3BQ**



## PLUMPTON PARISH COUNCIL

Garage conversion & first floor extension.

### Decisions to note:

#### Inholmes Farm. – Approved.

293. Correspondence
294. To adopt Recruitment Policy and Equality and Diversity Policy
295. Update on recruitment of pavilion cleaner
296. To approve 2022/2023 budgets for PPC, VH and PF.
297. To approve precept request for 2022/2023 at a 2.76% rise by £1713.
298. Finance Committee Cllr PB
- a. To ratify the Finance Committee minutes of 9<sup>th</sup> November 2021
  - b. To adopt expenditure as itemised on the schedules
  - c. To adopt year to date accounts
  - d. To adopt combined bank balances
  - e. To note and accept the interim internal auditors report by Mulberry and Co
  - f. Potential Community Infrastructure Levy Projects
299. Neighbourhood Plan Update Cllr NB
300. To note and action if necessary monthly RA reports.
301. To discuss broadband fibre optic community scheme
302. Committee/Working Group Reports
- a. Transport and Environment/Footpaths/Policing Cllr NB
    - i. Allotments update Cllr RJ
    - ii. Community Orchard Update. Cllr NB
    - iii. Update on the registering of the Fountain Inn as a community asset.
  - b. Village Hall
    - i. Management of pond – vegetation and wild area between pond and footpath.
  - c. Playing Field/Pavilion
    - i. To note playpark & skatepark inspection and action where necessary
    - ii. Update on path installation
    - iii. To discuss hedge relaying near playpark.
    - iv. To consider removal/repair of dilapidated shed at KGV
    - v. Tennis Club lease
  - d. Events Committee
    - i. Jubilee Celebrations update.
303. Interaction with Plumpton Primary School



## PLUMPTON PARISH COUNCIL

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- 304. Communications/Website
- 305. Items to be reported by Parish Councillors and/or to be included in future meetings
- 306. Expiry of LDC Local Plan Part 1
  - (i) Planning Liaison Working Group update

### **Dates of next meetings:**

11<sup>th</sup> January 2022 – Parish Council Finance Committee meeting 19.00

11<sup>th</sup> January 2022 – Parish Council Meeting 19:45

Anita Emery | Parish Clerk 02/12/2021



## PLUMPTON PARISH COUNCIL

### Minutes of the Parish Council Meeting held at the Village Hall on 9<sup>th</sup> November 2021 at 19:45.

**Present:** Cllr N Beaumont – Chair (Cllr NB), Cllr P Burford (Cllr PB), Cllr N Shefras (Cllr NDS), Cllr Jim Brown (Cllr JB), Cllr R Jury (Cllr RJ), Cllr Nick Satchell (Cllr NS), Cllr A Gardiner (Cllr AG) and District Councillor R Banks (Cllr RB).

**Absent:** Cllr P Stevens (Cllr PS), County Councillor S Osborne (Cllr SO), Zenna Needham.

**Also present, Anita Emery (Clerk & RFO).**

**MOP's: 0**

261. To accept apologies for absence

- Cllr Stevens tendered his apologies and reasons accepted. It was noted Cllr Sarah Osbornes absence.

262. To co-opt Zenna Needham

- Co-option deferred until December meeting due to Mrs Needham sending apologies.

263. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.

- None

264. To Approve Minutes from Parish Council meeting held on 12<sup>th</sup> October

- It was noted that item 260 should have stated Cllr NB not Cllr NDS. This was duly noted and the minutes of the meeting held on 12<sup>th</sup> October was unanimously agreed. Chair signed to that effect.

265. Clerk's Report and discuss any Matters Arising from previous meeting.

- Clerk advised internal audit report had been received and distributed to members, this is to be accepted at the Dec meeting. Clerk to action.
- PPC PF Committee needs an additional member to sit on the committee after the resignation of Peter Morgan. Cllr Satchell duly obliged.

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

- No County report received.

District Report

- Cllr RB arrived at 20:30 to give his report due to attendance at another meeting.
- Still waiting on the results of the Issues and Options stage – timetable has slipped.



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- Fly tipping in East Chiltonton – LDC have cleared.
- Millwood Home/Glebe site Cllr RB has sent his comments in. Access of site still trying to arrange a meeting with Sigma and Millwood in order to discuss.
- Nolands Farm application is expected to go to LDC planning committee next month.
- Fibre Optic Broadband scheme – supporting a resident north of the village on local scheme.
- 11b footpath behind the Fountain Inn is flooding – reported to rights of way.
- Still waiting response on statement of 40mph by Brickworks. LDC is to speak with ESCC officer.
- The Ringmer planning application was due to be discussed at the LDC planning committee meeting scheduled for 10<sup>th</sup> November but this was postponed due to too many people registering to attend – alternate date is being proposed.
- Cllr RB will be speaking with Cllr SO about changes to bus services 166/67/68 from timetable to on demand response buses as replacement.
- Cllr NB asked when the LAA would be updated – Cllr RB to report back.

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

- None

268. Update from Village Society on Jubilee Celebrations.

- Cllr AG reported first events committee meeting has taken place. Plumpton Village Society (PVS) were nominated as the working party. Plans were presented by PVS in line with the schedule provided to PPC in September with organisations on track. It was agreed that the fundraising PVS had made from their events be transferred to PPC so there was no ambiguity over whose was running the event. Meeting again in January with four meetings arranged in line with key planning stages.

269. To note members attending ESALC AGM on 25<sup>th</sup> November 2021 at 1.30pm.

- Cllr RJ and Cllr AG could be available to attend. Clerk to forward papers on receipt.

270. To approve planning minutes of 13<sup>th</sup> October 2021.

- Unanimously agreed and approved.

271. Planning applications

### **LW/21/0780**

#### **Oakfield House, Station Road, Plumpton BN7 3BT**

Erection of 1-bay garage.

- Decision: No comment.

### **SDNP/21/05106/TPO**

#### **The Eugh, Plumpton Lane, BN7 3AJ**

Felling of Sycamores (T1-2, T4-9) due to overcrowding and Holly (T4).

### **SDNP/21/05105/TCA**



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### The Eugh, Plumpton Lane, BN7 3AJ

To fell due to die back Ash (T1). Allow maple (T6) to fill gap  
Ash (T3) fell due to die back allow cherry and hazel to fill gap Cherry (T4) – reduction will be circa 5 m to balance. Large cherry leaning northwards. Reduce weight of north-side branches to reduce risk of toppling.

- It was agreed to arrange a site visit – Cllr NDS to send around dates before 24<sup>th</sup> November once arranged Clerk to speak with landowners.

The following application was received after agenda was published and needed commenting on before the next meeting;

### LW/21/0847

#### The Warren, Plumpton Lane BN7 3AB

Single Storey rear garden studio

Decision: Subject to neighbours response.

**Decisions to note:** Decision notices had been sent to all members and these were noted.

#### 272. Correspondence

- Item 10: Giant hogweed at the playing field – Clerk had sought advice and the hogweed cannot be treated until June by a professional or it can be dug out. Cllr RJ and JB will take a look and report back.
- Cllr NB mentioned the correspondence from Hamsey regarding the Santa's sleigh coming through the village. Council thought it would be a lovely idea – Cllr AG to speak with the Scouts and Plumpton School PTA. **Cllr AG to action**
- Cllr NB will try to broker a meeting with Millwood re the access road. **Cllr NB to action.**

#### 273. Finance Committee

- Cllr PB advised Council the FC had met earlier to discuss the final draft of the budgets. There was one adjustment to the Playing Field budget of an increase of £400 for trees and hedges which in turn increased the funds used from general reserves. In light of the current economic climate and cost of living increasing it was recommended by the FC to limit the increase on precept to 2.76%. Based on a tax band D rating this equated to an increase of £0.21 a month. It was therefore proposed by Cllr PB and the FC to put this request for approval at the PPC December meeting. This was duly noted.
  - a. To ratify the Finance Committee minutes of 12<sup>th</sup> October 2021
  - b. To adopt expenditure as itemised on the schedules
  - c. To adopt year to date accounts
  - d. To adopt combined bank balances
- Cllr PB advised there was nothing to flag on items a-d. The only item under c was the VH YTD projected income via the Hallmaster system was showing a slight increase on what was expected and FC were happy with these numbers.



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- Cllr PB therefore requested full council to ratify item a and adopt items b-d. This was unanimously agreed.
  
- e. Potential Community Infrastructure Levy Projects
  - Nothing to report apart from the first tranche of Sigma Homes payment has now been received.
  - There was CIL training being provided by LDC, dates have been distributed to members. Clerk to find out if being recorded. Cllr PS has confirmed his availability for 2<sup>nd</sup> December. **Clerk to action.**

### 274. Neighbourhood Plan Update

- Cllr NB reported the planning meeting for the Glebe site with Millwood had gone ahead. PPC submitted response and are trying to broker a meeting between Sigma and Millwood about the access.
- Cllr NB reported Sigma are to complete at the end of March.

### 275. To note and action if necessary monthly RA reports.

- Cllr RJ reported nothing new to report in relation to the RA's. Duly noted.

### 276. Committee/Working Group Reports

#### a. Transport and Environment/Footpaths/Policing

- Cllr NB advised SLR meeting taking place on Thursday 11<sup>th</sup> November and will discuss the speed activated sign. Still waiting to hear on the community match funding application.

##### i. Allotments update

- Cllr RJ reported the new plots are still overgrown and will be dealt with in new year. He has received two enquires and will forward to the Clerk.

##### ii. Community Orchard Update.

- Cllr NB attended the playing field meeting on 18<sup>th</sup> October to discuss the potential orchard being sited at the playing field. Sports club users not supportive as problems in the past with the wildlife area not being kept accordingly. Cllr NB is making some other enquiries and will report back.

##### iii. Update on the registering of the Fountain Inn as a community asset.

- Clerk advised all in hand just waiting for some information from Cllr PS that the clerk requested from the landlords.

#### b. Village Hall



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- Cllr NS reported:
  - Still no response from Plumpton College
  - Agreed with Cllr JB to remove the dogwood by the bridge and clearance of the undergrowth where the wildflower meadow will go
  - Village Hall Committee decided the Platinum Jubilee tree will be a Liquid amber and will be planted where the dogwood is removed from.
  - Pigeon guards will be put up week commencing 21<sup>st</sup> December.
  - Two of the flower borders now been replaced
  - Quote received for clearing 75% of the bullrushes in the pond
    - i. Management of pond – vegetation and wild area between pond and footpath. Noted above.
    - ii. Update on feasibility of installing an electric car charging point at the VH.
  - It was agreed at the finance meeting to take off the agenda until spring next year when further information could be available.
- c. Playing Field/Pavilion
- Cllr RJ reported the roof is being repaired this week at the pavilion.
  - Grass contractor has done final light cut. Clerk to look at cuts v number of request to cut this year. **Clerk to report back.**
    - i. To note playpark & skatepark inspection and action where necessary
  - Cllr RJ advised nothing to report on the inspection. Duly noted.
    - ii. Update on path installation
  - Cllr JB reported he will be starting the path on 18<sup>th</sup> November clearing the section by the gate in time for the concrete. He has two very experienced volunteers to help. When that section is completed will start the next section with several other volunteers to help, hopefully should be completed by Christmas. Concrete being delivered on Sat Nov 20<sup>th</sup> at about 8.15am. Cllr JB will be there about 7am and Cllr RJ has advised the junior football club as the lorry will be blocking entrance for no more than 15 mins.
    - iii. To discuss hedge relaying near playpark.
  - Clerk advised the grass contractor recommended the hedge be relayed by the play park as per the hedge by the allotments. Cllr JB and Cllr RJ to have a look.
    - iv. Tennis Track passing place
  - It was agreed to shelve reporting until spring next year. Cllr PB advised this had been put into next years budget. Clerk to remove from the agenda. **Clerk to action.**
    - v. To note Playing Field Committee minutes of 18<sup>th</sup> October 2021.
  - Duly noted.





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### d. Events Committee

#### i. Jubilee Celebrations update.

- Reported under item 268.

#### 277. Interaction with Plumpton Primary School

- Cllr NB visiting the school tomorrow about allotment/orchard.
- Cllr AG agreed to be the new liaison.

#### 278. Communications/Website

- Nothing to report

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

- Cllr NB asked for Broadband to be added to the next agenda.
- Clerk to speak with Plumpton College about holding a PPC meeting there next year.
- Clerk advised will speak with Fountain Inn for Christmas drinks after the final meeting of the year. Clerk to report back.

#### 280. Expiry of LDC Local Plan Part 1

##### (i) Planning Liaison Working Group update

- Cllr NB had sent a consolidated report of the last few weeks. Waiting on the LAA and Issues and Options paper responses. Likely LDC will issue another call for sites so they can demonstrate to the Government planning inspectors that they have tried to meet the target set by the standard method.

281. Confidential item – all members of the public and press to leave.

Meeting Closed 21:00

### Dates of next meetings:

14<sup>th</sup> December 2021 – Parish Council Finance Committee meeting 19.00

14<sup>th</sup> December 2021 – Parish Council Meeting 19:45

Anita Emery | Parish Clerk 10/11/2021

## Correspondence List for Plumpton Parish Council

Received since 2<sup>nd</sup> November 2021

<b>Subject / Type of Correspondence</b>	<b>Communicated to</b>
1. Hamsey PC – FC Sleigh	NB/PPC/Clerk
2. J Kay – Lewes CPRE	Clerk/NB/NAS/PS
3. LDC – Newsletter	Clerk/PPC
4. Ashburnham Clerk – Streaming meetings	Clerk
5. SDNP – Newsletter	Clerk/PPC
6. Mulberry & Co – Internal Audit Report	Clerk/PPC
7. Rights of Way – Footpath 11b (Fountain)	Clerk/PPC
8. PVS – Band invoice	Clerk/PPCEC
9. T Daniels – Millwood Glebe access	Clerk/PPC
10. L Pedersen – Giant Hogweed PF	Clerk/RJ/JB/JD/NS/NB
11. T Mehmet – PPC meeting at college	Clerk
12. PVS – band contract	Clerk/AG
13. Z Needham – co-option	Clerk/NB
14. E Kemp – CIL training	Clerk/PS
15. ESALC – various	Clerk/PPC
16. Community Match Funding timeline	Clerk/NB
17. LDC – Q&A	Clerk/PPC
18. Mark Tavener – Iverde – giant hogweed work	Clerk/JB/RJ/NB
19. Chiddingly PC – Letter to Gove	Clerk/NB
20. M CAULFIELD MP – NEWSLETTER	CLERK/PPC
21.	

# PLUMPTON PARISH COUNCIL

## **EQUALITY AND DIVERSITY POLICY**

### POLICY STATEMENT

Plumpton Parish Council is committed to eliminating all forms of discrimination, and actively promotes equality of opportunity for every one in its employment and service delivery.

The Council agrees with the principle of equal opportunities and declares its opposition to any form of less favourable treatment, whether through direct or indirect discrimination. The Council recognises it is the duty of all councillors and any employees to accept their personal responsibility for fostering a fully integrated community, at work, by adhering to the principles of equal opportunity and maintaining racial harmony in the provision of dedicated services to people on equitable terms.

This policy sets out how the Council intends to meet its commitments by working alongside everyone, irrespective of their race, religious beliefs, creed, colour, disability, ethnic origin, nationality, marital/parental status, gender or sexual orientation.

Plumpton Parish Council is aware that this list is not exhaustive and that there are other forms of discrimination that should not be tolerated.

### BACKGROUND

The 2005 amendment to the Disability Discrimination Act 1995 (DDA) placed a duty on all public authorities to actively promote disability equality, and to produce a scheme showing how this will be achieved. The DDA defined a disabled person as 'someone with a physical or mental impairment, which has substantial and long-term adverse effect on their ability to carry out normal day-to-day activities'.

The Race Relations Act 1976 (Section 71) placed a general obligation on local authorities to promote good race relations, and the Race Relations (Amendment) Act 2000 amended and strengthened this by making it unlawful for public authorities to discriminate on racial grounds in carrying out any of their functions. The Act also placed a general statutory duty on public authorities to promote racial equality, prevent racial discrimination.

The Equality Act 2006 amended the Sex Discrimination Act 1975 to place a statutory duty on all public authorities to have due regard to the need to eliminate unlawful discrimination and harassment, to promote equality of opportunity between men and women and to show how Gender Equality will be achieved. It also incorporated the duty to prohibit discrimination on grounds of religion, belief or lack of belief.

The Age Discrimination Act 2006 made it unlawful for employers or others to discriminate against a person on the basis of his/her age (The Employment Equality (Age) Regulations 2006).

The Equality Act 2010 brought together 116 separate pieces of legislation into one single Act. This new Act merged all of the acts noted above plus the Equal Pay Act 1970, Employment Equality (Religion or Belief) Regulations 2003, the Employment Equality (Sexual Orientation) Regulations 2003 and the Equality Act (Sexual Orientation) Regulations 2007.

### SCOPE

This policy applies to all employees, volunteers, placements, contractors and elected members of Plumpton Parish Council. In this document they will all be referred to as “employees”.

It is accepted that elected members of the Council are not employees, but they do share a responsibility with employees when representing the Council or carrying out the functions of their elected office. Therefore, all aspects of this policy apply equally to elected members.

## POLICY GUIDELINES

The policy aims to achieve the five core values, which embrace and provide a framework within which all members, employees and trade unions can work:

<b>Equality</b>	recognition that everyone is of equal value and should be respected according to individual needs and abilities.
<b>Equity</b>	to be fair, reasonable and just in all council activities.
<b>Empowerment</b>	helping individuals take on responsibility so that they can influence and participate in the decision making process.
<b>Accessibility</b>	equal access for all in employment and service delivery.
<b>Quality</b>	obtaining the highest standards in service delivery.

The aims of the policy are to:

- Work towards the elimination of discrimination, either direct or indirect, and all forms of harassment:
- Ensure that individuals are treated equally with respect to their specific needs and that there is consistency in the Parish Council’s approach to working practices and conditions:
- Be a role model and influence others through good practice in service delivery and employment:
- Provide public information, as far as possible, in a way that best meets the needs of the person requesting it.
- Be accountable to its parishioners and encourage active participation of communities and groups in the development and application of the Parish Council’s policies and practices:
- For employees to attend any relevant training programmes

There is no single way that equal opportunities can be achieved. Progress will be through a diverse number of factors, which are outlined below. These factors are fundamental in the implementation and incorporation of the core values that embrace equal opportunities and its practice

- *CONSULTATION*
- *PUBLICITY/COMMUNICATION*
- *COMMUNITY DEVELOPMENT*
- *TRAINING*
- *CONTRACTS*
- *EMPLOYMENT MONITORING*
- *SERVICE DELIVERY AND MONITORING*
- *POLICY REVIEW*

➤ *RESOURCES*

Plumpton Parish Council will actively promote equal opportunities throughout the organisation through the application of its policies, which will ensure that individuals receive treatment that is fair and equitable and consistent with their relevant aptitudes, potential, skills, experiences and abilities.

In particular, no applicant will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of any job or which constitute indirect unfair discrimination. Reasonable adjustments will be taken where a disabled person is put in a detrimental position and such reasonable adjustments remove the detriment. The Parish Council is committed to ensuring that such adjustments will be effected where reasonably practicable and where the detriment is substantial.

Plumpton Parish Council recognises the problems that sexual or racial harassment may cause and is committed to ensuring that such unacceptable behaviour does not take place. Sexual harassment includes (but is not limited to) unwanted physical contact, suggestive remarks or behaviour, compromising invitations, demands for sexual favours and similar unwanted behaviour. Racial harassment is similarly unwanted treatment but could also form derogatory treatment and language based on racial grounds.

All employees are expected to comply with the policy and to ensure that such conduct does not occur.

#### THE LAW

The policy will be implemented within the framework of the relevant legislation and Codes of Practice, which include:

The Equality Act 2010  
Rehabilitation of Offenders Act 1974  
Gender Reassignment Regulations 1999  
The Protection from Harassment Act 1997

To be adopted by Full Council : December 2021

To be reviewed by Full Council: December 2022



Adopted: December 2021

Review Date: December 2022

## RECRUITMENT POLICY

### 1.0 INTRODUCTION

- 1.1 This policy provides guidance to those involved with the recruitment of all Parish Council staff.
- 1.2 The Council has made clear its commitment to equal opportunities for all by the adoption of an Equal Opportunities policy. All selection processes will take place within the framework laid down by this policy.
- 1.3 The Council will also use the employment guidance provided by NALC, ESALC and SLCC<sup>1</sup>.
- 1.4 All those involved in selecting candidates for employment should be aware that legislation increasingly regulates employment behaviour. Failure to follow certain basic steps can lead to an aggrieved candidate referring a matter to an employment tribunal.

### 2.0 AIMS

- 2.1 The key aims of the Council's recruitment policy are:
  - a) To maximise the effectiveness of the recruitment and selection process;
  - b) To ensure the recruitment and selection processes are consistent, fair, transparent and in accordance with legislation; and
  - c) To ensure the recruitment and selection processes are in accordance with the Councils' Equal Opportunities policy.

### 3.0 APPLICATIONS

- 3.1 The Council will provide a job description and person specification for each vacancy, and these documents will form the basis for the selection process. The Clerk will be responsible for ensuring these are reviewed and reflect the current responsibilities of the role.
- 3.2 The person specification will include a list of skills, experience and qualifications which are essential and/or desirable for the role. Candidates will be assessed and selected for interview against the person specification criteria.
- 3.4 The job description and person specification will be included in the recruitment pack, which will also provide details of working hours, pay scales and type and length of contract.
- 3.5 Vacancies will be advertised externally, except where the Council are amending a temporary or fixed-term contract to a permanent position, where the existing post-holder (assuming their performance is satisfactory) may be offered the position prior to any other advertising.
- 3.6 The Council will consider the viability of part-time and/or job share candidates for each role and will make clear in its advertisement if this will be considered.
- 3.7 The Council uses application forms for recruitment and will not accept CVs. All potential applicants should be directed to apply formally through the official contact named in the advertisement.

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<sup>1</sup> National Association of Local Councils, East Sussex Association of Local Councils, Society of Local Council Clerks



## PLUMPTON PARISH COUNCIL

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### **4.0 SHORTLISTING**

- 4.1 The Council will agree a shortlisting panel to assess the applications. The composition of the panel will vary according to the type of post being filled.
- 4.2 Any Member with a personal connection to any of the candidates will be excluded from the entire selection process.
- 4.3 As soon as possible after the closing date for applications, the shortlisting panel may select one or more candidates for interview by assessing the information in their application form against the job description and person specification.

### **5.0 INTERVIEWS**

- 5.1 The Council will agree the composition of the interview panel, which will normally comprise the members of the shortlisting panel.
- 5.2 To ensure a consistent and fair approach, all candidates will be asked similar questions, with supplementary questions structured around each candidate to enable individuals to demonstrate their relevant skills and abilities. The questions will vary depending on the vacancy.
- 5.3 The interview panel must take extreme care to ensure they do not imply discrimination by asking questions about personal circumstances which are unrelated to the job.
- 5.4 Each member of the interview panel will take notes to support their assessment of the candidates' suitability of the role, and the panel may agree a scoring system to help objectively assess the candidates.
- 5.5 Once all of the candidates have been interviewed, the panel members should compare their notes and agree the most suitable candidate, ensuring their decision is based on the criteria in the job description and person specification.

### **6.0 NOTIFICATION AND APPOINTMENT**

- 6.1 Post interview arrangements are the responsibility of the Clerk, or where the vacancy is for the role of the Clerk, the Council Chairman.
- 6.2 Candidates should be notified as soon as possible of the outcome. A verbal offer of appointment may be made to the successful candidate but must be formally confirmed in writing. The offer is conditional on obtaining satisfactory references and, where applicable, proof of eligibility to work in the UK and any copies of qualification certificates.
- 6.3 If unsatisfactory responses to references are received, the Council may reconsider the offer of appointment. If the offer is subsequently withdrawn, the Council may make an offer to one of the original unsuccessful candidates or decide to begin the recruitment process again.



# PLUMPTON PARISH COUNCIL

## FINANCE COMMITTEE

**Minutes of the Finance Committee held at the Village Hall on 9<sup>th</sup> November 2021 at 18.30.**

**Present: Cllr P Burford (Cllr PB, Chair), Cllr N Beaumont (Cllr NB), Cllr Alison Gardiner (Cllr AG), Cllr Nick Satchell (Cllr NS) and Cllr Ron Jury (Cllr RJ).**

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

**Absent: Cllr P Stevens (Cllr PS),**

**Members of the Public: 0**

131.To accept apologies for absence

- Cllr Stevens tendered his apologies and reason for absence accepted.

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

- None

133.To Approve Minutes from the Finance Committee meeting held on 12<sup>th</sup> October 2021.

- It was unanimously agreed to approve the minutes of the meeting held on 12<sup>th</sup> October 2021.

134.Clerks Report on any Matters Arising from previous Meetings

- Nothing to report

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

- Report 1 – PPC Expenditure
- Report 2 – VH Expenditure
- Report 3 – PF Expenditure

- Clerk advised there were some additional expenditure as follows;

VH - £100 deposit return & £180.00 license fee for hall  
PF - £210.00 Aquacare & £76.00 mole care

- It was therefore unanimously agreed to approved the expenditure as follows;

PPC £4963.72  
VH £3929.01 plus £280.00  
PF £2136.12 plus £286.00

Chair signed to that effect.





## PLUMPTON PARISH COUNCIL

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136. To approve bank statements and reconciliations.

- Cllr PB advised nothing to note and therefore recommended the approval. This was duly noted and unanimously agreed to approve the bank statements and reconciliations.

137. To note earmarked reserve movements at 1<sup>st</sup> November 2021

- Clerk advised the following movements as agreed;

VH £3000 transferred out of projects for the replacement gutters

PPC £5916.62 transferred in from Sigma CIL

PPC £540.00 transferred in from Plumpton Village Society for PPEC Jubilee

- These were duly noted and accepted.

138. To approve year to date accounts.

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

- Cllr NS for the VH advised the latest income forecast for the hall via Hallmaster looks to be approximately £24,300 – this is showing genuine bookings and one from the panto approximately in the region of £3.5k. This was duly noted.

139. To discuss 2022/2023 budgets and precept recommendation for Dec PPC meeting

- Final draft budgets had been submitted. The Chair thanks the Clerk, Cllr NS and Cllr RJ for their timely submissions. The aims of the budget setting were to provide a realistic attempt to identify and quantify income and all expenditures for the forthcoming year and for future years so provisions (earmarked reserves) can be made and part included in this forthcoming year. To not raid General Reserves again this year to meet normal expenditure. To recognise the prevailing economic conditions and minimise the increase to the Precept and to bring/maintain Reserves at the accepted level of 50% of income.
- Pavilion – Reserves at the end of this year are anticipated to be c£30k (£24k in General and £6k in EMR). The approach, given a new Chair of the Playing Fields Committee was taken to include all known items in the Budget and then bring in Reserves rather than simply earmark our reserves. Reserves at the end of the Budget year are still anticipated to be slightly in excess of the 50% level on income. The Grant remains the same as the current year.
- Village Hall operates largely within the income it generates. Projects and 3-5 year maintenance therefore need to be juggled. 3-5 year maintenance consist of non annual floor maintenance, new kitchen, flat roof repair and projects new toilets, heaters, car parking relining, LED lighting, LED stage lighting jointly with the Pantomime Society. Cllr NS agreed to provide a comprehensive list of all know requirements. Given the lockdown of 3 months £22k predicted based on known bookings is close to £28k in a full year. £29k was achieved at the last pre Covid



## PLUMPTON PARISH COUNCIL

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year. Costs look in line with previous year uplifted for expected increases e.g. electricity. Reserves at the end of the current year expected c£32k. EMR £10k and General Reserves £22k.

- PPC Salary increases in line with NALC and cost of living. PPC Events Committee now set at £1820 and £1200 for commemorative item for Parish Children – this is being taken from General Reserves. Training for Councillors/Clerk budgeted to return to pre Covid levels and new laptop for Clerk included at c£750. Other items in line with previous year/expectations.
- It is therefore based on the above that there will be a small rise in the Precept request of 2.76%. Tax Band D increase £0.21 per month.
- It was unanimously agreed to make the above proposals to Full Council with Precept approval at the full council meeting in December.

### 140. Community Infrastructure Levy

- Nothing to report – Sigma Homes first tranche has been received.

### 141. Discuss moving bank accounts from Barclays to Unity Trust

- Clerk had produced a report on various banks and their charges and signature set ups (see appendix). It was unanimously agreed to switch all banks accounts from Barclays to Unity Trust. **Clerk to action.**

### 142. Update on PPC credit/debit card.

- Unanimously agreed for Unity Trust to issue a debit/credit card in PPC's name once accounts switch has been done. **Clerk to action.**

### 143. Update on review of fixed asset list

- Cllr NS confirmed the asset list will be completed in January 2022.

### 144. To discuss update on feasibility of electric car charger at VH car park.

- Cllr NS advised local need to be established and to continue to monitor this. It was unanimously agreed to shelve until Spring. **Clerk to remove from agenda.**

### 145. To approve Jubilee Celebration budget increase request.

- At the PPCEC meeting the Plumpton Village Society requested an increase in funding of £320 from PPC for Jubilee celebrations to cover costs of stage equipment. It was unanimously agreed to increase the funding request from £1500 to £1820. **Clerk to action.**

### 146. To discuss VH radiator replacement costs.

- It was unanimously agreed to review next month when the other two revised quotes were received and to also find out which radiator is essential.



## PLUMPTON PARISH COUNCIL

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

- Cllr RJ requested the cost of tidying the pocket park be placed on the next agenda. Clerk to action.

Meeting Closed: 19.35

### **Dates of Next Meetings:**

14<sup>th</sup> December 2021 – Parish Council Finance Committee 19:00 at Village Hall

14<sup>th</sup> December 2021 – Parish Council Meeting 19:45 at Village Hall

Anita Emery | Parish Clerk | 09/11/2021

DRAFT

## Current Account

## List of Payments made between 02/11/2021 and 07/12/2021

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/12/2021	SDF PEST CONTROL	212277	76.00		MOLE CONTROL
07/12/2021	AQUACARE LTD	212278	210.00		LEGIONELLA RISK ASSESSMENT
07/12/2021	Lewes District Council	212279	18.00		PLAY AREA INSPECTION
07/12/2021	CASTLE WATER	212280	10.71		WATER CHARGES
07/12/2021	J&B WINDOW CLEANING	212281	43.00		J&B WINDOW CLEANING
07/12/2021	JAMES EASTWOOD	212282	120.00		THERMOSTATIC VALVE REPLACEMENT
07/12/2021	PLUSNET	212283	36.00		BROADBAND
07/12/2021	PYROTEC	212284	133.57		PYROTEC EXTINGUISHER SERVICE
07/12/2021	CASTLE WATER	DD1	5.00		WATER

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<b>Total Payments</b>	<u>652.28</u>
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## Current Bank Accounts

## List of Payments made between 10/11/2021 and 07/12/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/12/2021	Anita Emery	212289	925.38		CLERK DEC SALARY
07/12/2021	JANE DONOVAN	212290	1,017.51		VH MANAGER DEC SALARY
07/12/2021	MATTHEW LAMBERT	212291	130.00		PAVILION CLEANER DEC
07/12/2021	HMRC	212292	176.91		PAYE/NIC DEC
07/12/2021	Anita Emery	212293	63.25		CLERK STANDING EXP DEC
07/12/2021	East Sussex Pension Fund	212294	608.39		DEC PENSION CONTRIBUTIONS
07/12/2021	SUSSEX READY MIX PAV PATH	212295	380.11		SUSSEX READY MIX PAV PATH CIL
07/12/2021	JUBILEE EXPENSES BAND	212296	599.50		JUBILEE EXPENSES BAND DEPOSIT
07/12/2021	SIMON MORELY APPLEPRESS	212297	75.00		SIMON MORELY APPLEPRESS DEP RE
07/12/2021	ICO	DD	35.00		ICO ANNUAL SUBS
07/12/2021	Barclays	DD	3.60		CHARGES
07/12/2021	BRITISH LEGION POPPY APPEALCHQ103710		100.00		BRITISH LEGION POPPY APPEAL
07/12/2021	INFORMATION COMMISSIONERS212272REV		-40.00		INFORMATION COMMISSIONERS OFFI

<b>Total Payments</b>	4,074.65
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## Current Account

## List of Payments made between 02/11/2021 and 07/12/2021

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/12/2021	SIMON GRAY HALL DEPOSIT	212264	100.00		SIMON GRAY HALL DEPOSIT RETURN
07/12/2021	LEWES DISTRICT COUNCIL	212265	180.00		PREMISES LICENSE VH
07/12/2021	J & B SERVICES	212266	42.00		WINDOW CLEANING
07/12/2021	CJS Portsmouth	212267	265.39		CLEANING SUPPLIES
07/12/2021	JANE DONOVAN EXPENSES	212268	53.40		JANE DONOVAN EXPENSES
07/12/2021	Opus Energy	212269	611.29		ELECTRIC 9.10-8.11.2021
07/12/2021	PLUSNET	212270	54.67		BROADBAND
07/12/2021	Public Works Loan Board	DD	2,331.50		PWLB BI ANNUAL LOAN REPAYMENT
07/12/2021	Business Stream	212271	38.34		WASTE WATER
<b>Total Payments</b>			<u>3,676.59</u>		

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## Detailed Receipts &amp; Payments by Budget Heading 07/12/2021

## REPORT 3

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>100 Income</u></b>							
1090 Interest Received	1	6	5			17.0%	
1110 Grants Received	14,484	14,484	0			100.0%	
1115 Donations Received	64	0	(64)			0.0%	
1130 Hiring Income	6,719	7,933	1,214			84.7%	
1140 Fundraising Income	0	1,000	1,000			0.0%	
Income :- Receipts	<b>21,268</b>	<b>23,423</b>	<b>2,155</b>			<b>90.8%</b>	<b>0</b>
<b>Net Receipts</b>	<b>21,268</b>	<b>23,423</b>	<b>2,155</b>				
<b><u>101 Payments</u></b>							
4010 Electricity	2,575	3,713	1,138		1,138	69.3%	
4011 Water	461	350	(111)		(111)	131.8%	
4015 Grass & Pitch	5,327	8,000	2,673		2,673	66.6%	
4025 Window Cleaner	43	200	157		157	21.5%	
4050 Telephone/Internet	247	350	103		103	70.6%	
4055 Insurance & Licences	913	950	37		37	96.1%	
4070 Maintenance	2,845	3,000	155		155	94.8%	
4076 Miscellaneous Expenditure	166	0	(166)		(166)	0.0%	
4090 Fire Inspection	0	250	250		250	0.0%	
4200 Pavilion	2,070	0	(2,070)		(2,070)	0.0%	1,850
4210 Skatepark	0	400	400		400	0.0%	
4211 Play Park	5,909	3,000	(2,909)		(2,909)	197.0%	
4400 3-5 Year Plan (Pavilion)	0	3,000	3,000		3,000	0.0%	
Payments :- Indirect Payments	<b>20,556</b>	<b>23,213</b>	<b>2,657</b>	<b>0</b>	<b>2,657</b>	<b>88.6%</b>	<b>1,850</b>
<b>Net Payments</b>	<b>(20,556)</b>	<b>(23,213)</b>	<b>(2,657)</b>				
6000 plus Transfer from EMR	1,850						
<b>Movement to/(from) Gen Reserve</b>	<b>(18,706)</b>						
<b><u>999 VAT Data</u></b>							
115 VAT Refunds	1,802	0	(1,802)			0.0%	
VAT Data :- Receipts	<b>1,802</b>	<b>0</b>	<b>(1,802)</b>				<b>0</b>
515 VAT on Payments	1,737	0	(1,737)		(1,737)	0.0%	
VAT Data :- Indirect Payments	<b>1,737</b>	<b>0</b>	<b>(1,737)</b>	<b>0</b>	<b>(1,737)</b>		<b>0</b>
<b>Net Receipts over Payments</b>	<b>65</b>	<b>0</b>	<b>(65)</b>				

## Detailed Receipts &amp; Payments by Budget Heading 07/12/2021

## REPORT 3

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	23,070	23,423	353			98.5%	
Payments	22,293	23,213	920	0	920	96.0%	
<b>Net Receipts over Payments</b>	<u>777</u>	<u>210</u>	<u>(567)</u>				
plus Transfer from EMR	1,850						
<b>Movement to/(from) Gen Reserve</b>	<u>2,627</u>						



## Detailed Receipts &amp; Payments by Budget Heading 07/12/2021

## REPORT 1

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>100 Receipts</u></b>							
1076 Precept	62,172	62,172	0			100.0%	
1078 Community Infrastructure Levy	5,917	0	(5,917)			0.0%	5,917
1090 Interest Received	7	100	93			6.8%	
1100 Allotment Rent	188	180	(8)			104.2%	
1114 UKPN LEGAL FEES REIMBURSED	1,075	0	(1,075)			0.0%	
1115 APPLE PRESS INCOME	175	0	(175)			0.0%	
1116 VILLAGE SOCIETY JUBILEE FUNDS	713	0	(713)			0.0%	713
1150 Miscellaneous Income	55	0	(55)			0.0%	
1151 ANNUAL INSURANCE	2,498	0	(2,498)			0.0%	
	<b>72,800</b>	<b>62,452</b>	<b>(10,348)</b>			<b>116.6%</b>	<b>6,630</b>
Receipts :- Receipts							
	<b>72,800</b>	<b>62,452</b>	<b>(10,348)</b>				
6001 less Transfer to EMR	6,630						
<b>Movement to/(from) Gen Reserve</b>	<b>66,170</b>						
<b><u>101 Payments</u></b>							
4000 SALARIES	20,656	28,314	7,658		7,658	73.0%	
4005 PAYE & NIC	983	1,271	288		288	77.4%	
4006 Pension	4,220	6,324	2,104		2,104	66.7%	
4010 Office Allowance	610	1,100	490		490	55.5%	
4015 Subs & Charges	1,410	1,365	(45)		(45)	103.3%	
4025 Stationery & Postage	388	960	572		572	40.4%	
4030 Printing	95	0	(95)		(95)	0.0%	
4040 Travel	16	0	(16)		(16)	0.0%	
4045 Training and Conference Fees	30	750	720		720	4.0%	
4046 Councillor's Expenses	113	100	(13)		(13)	113.3%	
4050 Telephone	58	0	(58)		(58)	0.0%	
4055 Insurance	2,686	300	(2,386)		(2,386)	895.5%	
4060 S137 Grants	500	1,500	1,000		1,000	33.3%	
4061 Charity Grants	14,484	14,484	0		0	100.0%	
4065 Bank Charges	16	50	34		34	32.4%	
4070 Maintenance	807	2,587	1,780		1,780	31.2%	
4071 Fixed Asset Maintenance	293	870	577		577	33.7%	
4073 Litter Bins	156	850	694		694	18.4%	
4075 Dog Bins	156	0	(156)		(156)	0.0%	
4076 Misc Expenditure	100	0	(100)		(100)	0.0%	
4080 Professional Fees	150	750	600		600	20.0%	
4081 IT	390	1,240	850		850	31.5%	
4082 Website	235	0	(235)		(235)	0.0%	

## Detailed Receipts &amp; Payments by Budget Heading 07/12/2021

## REPORT 1

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4085 Audit Fees	450	650	200		200	69.2%	
4090 Election Fees	0	1,000	1,000		1,000	0.0%	
4150 Speed Limit Community Match	0	500	500		500	0.0%	
4200 Contingency	100	1,000	900		900	10.0%	
4201 LEGAL FEES	1,075	0	(1,075)		(1,075)	0.0%	
4260 LYCH GATE EXPENDITURE	87	0	(87)		(87)	0.0%	
4262 CIL EXPENDITURE	1,397	0	(1,397)		(1,397)	0.0%	
4263 JUBILEE EVENTS	600	0	(600)		(600)	0.0%	
4264 APPLE PRESS DEPOSIT RETURNS	75	0	(75)		(75)	0.0%	
Payments :- Indirect Payments	<b>52,336</b>	<b>65,965</b>	<b>13,629</b>	<b>0</b>	<b>13,629</b>	<b>79.3%</b>	<b>0</b>
<b>Net Payments</b>	<b>(52,336)</b>	<b>(65,965)</b>	<b>(13,629)</b>				
<u>999 VAT Data</u>							
115 VAT Refunds	6,784	0	(6,784)			0.0%	
VAT Data :- Receipts	<b>6,784</b>	<b>0</b>	<b>(6,784)</b>				<b>0</b>
515 VAT on Payments	919	0	(919)		(919)	0.0%	
516 VAT due to VH & PF accs	2,550	0	(2,550)		(2,550)	0.0%	
VAT Data :- Indirect Payments	<b>3,469</b>	<b>0</b>	<b>(3,469)</b>	<b>0</b>	<b>(3,469)</b>		<b>0</b>
<b>Net Receipts over Payments</b>	<b>3,315</b>	<b>0</b>	<b>(3,315)</b>				
Grand Totals:- Receipts	<b>79,584</b>	<b>62,452</b>	<b>(17,132)</b>			<b>127.4%</b>	
Payments	<b>55,806</b>	<b>65,965</b>	<b>10,159</b>	<b>0</b>	<b>10,159</b>	<b>84.6%</b>	
<b>Net Receipts over Payments</b>	<b>23,779</b>	<b>(3,513)</b>	<b>(27,292)</b>				
less Transfer to EMR	<b>6,630</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>17,149</b>						

## Detailed Receipts &amp; Payments by Budget Heading 07/12/2021

## REPORT 2

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>100 Income</u></b>							
1090 Interest Received	1	0	(1)			0.0%	
1110 Grants Received	4,000	0	(4,000)			0.0%	
1130 Hiring Income	12,774	27,320	14,546			46.8%	
1131 HALL HIRE DEPOSIT	300	0	(300)			0.0%	
1140 Fundraising Income	0	1,500	1,500			0.0%	
1150 Miscellaneous Income	100	0	(100)			0.0%	
1160 FIT Payments	4,259	5,250	991			81.1%	
Income :- Receipts	<b>21,434</b>	<b>34,070</b>	<b>12,636</b>			<b>62.9%</b>	<b>0</b>
<b>Net Receipts</b>	<b>21,434</b>	<b>34,070</b>	<b>12,636</b>				
<b><u>101 Payments</u></b>							
4001 Holiday Cover	85	0	(85)		(85)	0.0%	
4002 VH Manager	72	0	(72)		(72)	0.0%	
4003 VH Manager Expenses	623	1,000	377		377	62.3%	
4010 Electricity	2,169	3,500	1,331		1,331	62.0%	
4011 Water	137	580	444		444	23.5%	
4015 Village Green Maintenance	1,491	3,800	2,309		2,309	39.2%	
4021 HALL DEPOSIT RETURNS	300	0	(300)		(300)	0.0%	
4050 Telephone/Internet	241	350	109		109	68.9%	
4055 Insurance & Licences	1,765	2,500	735		735	70.6%	
4070 Maintenance	4,238	1,500	(2,738)		(2,738)	282.6%	
4071 Bins	663	850	187		187	78.0%	
4077 Sundries	459	1,200	741		741	38.3%	
4090 Fire Inspection	596	1,155	559		559	51.6%	
4120 3-5 Year Maintenance	3,000	0	(3,000)		(3,000)	0.0%	
4400 PWLB	4,696	4,900	204		204	95.8%	
4500 Projects	0	6,000	6,000		6,000	0.0%	
Payments :- Indirect Payments	<b>20,533</b>	<b>27,335</b>	<b>6,802</b>	<b>0</b>	<b>6,802</b>	<b>75.1%</b>	<b>0</b>
<b>Net Payments</b>	<b>(20,533)</b>	<b>(27,335)</b>	<b>(6,802)</b>				
<b><u>999 VAT Data</u></b>							
115 VAT Refunds	748	0	(748)			0.0%	
VAT Data :- Receipts	<b>748</b>	<b>0</b>	<b>(748)</b>				<b>0</b>
515 VAT on Payments	1,035	0	(1,035)		(1,035)	0.0%	
VAT Data :- Indirect Payments	<b>1,035</b>	<b>0</b>	<b>(1,035)</b>	<b>0</b>	<b>(1,035)</b>		<b>0</b>
<b>Net Receipts over Payments</b>	<b>(287)</b>	<b>0</b>	<b>287</b>				

## Detailed Receipts &amp; Payments by Budget Heading 07/12/2021

## REPORT 2

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	22,182	34,070	11,888			65.1%	
Payments	21,568	27,335	5,767	0	5,767	78.9%	
<b>Net Receipts over Payments</b>	<u>614</u>	<u>6,735</u>	<u>6,121</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>614</u>						

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## Plumpton Playing Field

### Bank - Cash and Investment Reconciliation as at 7 December 2021

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#### Confirmed Bank & Investment Balances

##### Bank Statement Balances

07/12/2021	Current Account	14,966.18
07/12/2021	Deposit Account	13,656.34
07/12/2021	Pavilion Account	1,263.15
31/03/2018	NSI Investment Account	1,705.59

**31,591.26**

##### Unpresented Payments

**361.28**

**31,229.98**

##### Receipts not on Bank Statement

**0.00**

##### **Closing Balance**

**31,229.98**

##### All Cash & Bank Accounts

1	Current Account	14,604.90
2	Deposit Account	13,656.34
3	Pavilion Account	1,263.15
4	NSI Investment Account	1,705.59
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>31,229.98</b>

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**Plumpton Parish Council**

**Bank - Cash and Investment Reconciliation as at 7 December 2021**

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**Confirmed Bank & Investment Balances**

Bank Statement Balances

07/12/2021	PPC 2	73,724.38
07/12/2021	PPC1	1,722.07
07/12/2021	Reserve Account	25,027.63

**100,474.08**

Unpresented Payments

**2,921.44**

**97,552.64**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

**97,552.64**

All Cash & Bank Accounts

1	Current Bank Accounts	72,525.01
2	Reserve Account	25,027.63
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>97,552.64</b>

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**Plumpton Village Hall**

**Bank - Cash and Investment Reconciliation as at 7 December 2021**

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**Confirmed Bank & Investment Balances**

Bank Statement Balances

07/12/2021	Current Account	21,943.24
07/12/2021	Deposit Account	14,581.86

**36,525.10**

Unpresented Payments

**1,005.95**

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**35,519.15**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

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**35,519.15**

All Cash & Bank Accounts

1	Current Account	20,937.29
2	Deposit Account	14,581.86
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>35,519.15</b>

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