



WEST HOATHLY PARISH COUNCIL

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

West Hoathly Parish Council Clerks Report July 2021

Actions Taken and points of information not on the agenda

- The Hampshire Trust Business Bond account (0.95/%) has been set up, £20,000 has been transferred into the account.
- The play bark has now been topped up at NLR and Sharpthorne Old Playground.
- As the cluster SID has unfortunately been vandalised, we are not expected to have use of the SID on the 9th August as previously planned.
- The Parish Office will be closed from the 29th July – 15th August.

For the remainder of August, the office will be open on Mondays only between 9:00am and 12:00pm for members of the public but the clerk can be contacted via email during normal office hours.

Correspondence

WSSC Local transport Plan Consultation

West Sussex County Council has published the Draft West Sussex Transport Plan 2022-2036 (WSTP) for consultation from Friday 16th July to Friday 8th October.

The Draft Plan is available to view at www.westsussex.gov.uk/WSTPconsultation along with additional documents including a Draft Plan snapshot, Sustainability Appraisal, Habitats Regulations Assessment and an Evidence Base document.

Feedback is via the online survey form also available at the above [link](#) by Friday 8th October.

WSSC are hosting two webinars as part of the consultation to introduce the Draft Plan where officers will also be available to respond to questions. These will be hosted on Microsoft Teams and will be on:

- Thursday 22 July 10am-11:30
- Wednesday 8 September 2pm-3:30

Mid Sussex Site Allocations DPD

The Site Allocations DPD was submitted to the Secretary of State for examination in December 2020. Examination hearings were held 1st June – 14th June to examine the legal compliance and soundness of the DPD. The Inspector is now considering the

evidence that was submitted in writing and verbally during the hearings and will report back to the Council in due course.

Officers would like to brief you on the outcomes of the hearing sessions. They will also be able to provide any updates from the Inspector, which could include interim findings or a final report as well as setting out the next steps and timetable towards adoption.

In addition, we would like to take the opportunity to provide a very early update on work to review the District Plan. In adopting the District Plan the Council had to agree to commence a review in 2021, with adoption in 2023.

A (virtual) briefing session has been scheduled for 2:00pm on Wednesday 11th August. **Volunteer(s) required to attend the session.**

Leanne Andrews- 20th July 2021

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	30/06/2021		30,976.90
			<u>30,976.90</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
28/06/2021 889185256 Leanne Andrews		1,091.04	
28/06/2021 167042739 Dorian Fretwell		240.00	
28/06/2021 398869978 Colin Gibbs		42.56	
28/06/2021 306596518 HMRC		184.55	
28/06/2021 484571791 WSCC Local Govt Pension Scheme		324.54	
28/06/2021 181859422 Gary Coxall		260.00	
28/06/2021 722609205 A Beams		325.00	
28/06/2021 757774010 Monitor Cleaning		222.32	
28/06/2021 840762747 MGC		300.00	
28/06/2021 840762747 MGC		96.00	
28/06/2021 739506713 J Salisbury		660.00	
28/06/2021 333622842 Atkins Ltd		2,700.00	
28/06/2021 51467719 Leanne Andrews		10.20	
			<u>6,456.21</u>
			24,520.69
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			24,520.69
		Balance per Cash Book is :-	24,520.69
		Difference is :-	0.00

West Hoathly Parish Council

Summary Receipts and Payments for Year Ended 31st March 2022

Last Year Ended 31st March 2021		Current Year Ended 31st March 2022
	Receipts	
72,953.00	Precept	38,200.00
2,411.88	TWHVH Employee Costs	780.00
75,364.88	Sub Total	38,980.00
	Operating Income	
4,526.82	Income	3.45
648.00	Allotments	0.00
500.00	North Lane Recreation Ground	0.00
49.31	Infrastructure	0.00
3,395.02	VAT Data	4,860.42
84,484.03	Total Receipts	43,843.87
	Running Costs	
43,954.24	Administration	9,164.45
39.37	Allotments	0.00
3,693.71	Finche Field	662.05
9,339.70	North Lane Recreation Ground	2,788.86
789.32	Playgrounds	165.00
8,627.76	Infrastructure	3,852.20
3,915.72	Premises	1,120.28
4,463.48	VAT Data	1,527.54
74,823.30	Total Payments	19,280.38
	Receipts and Payments Summary	
60,453.76	Opening Balance	70,114.49
84,484.03	Add Total Receipts(As Above)	43,843.87
144,937.79		113,958.36
74,823.30	Less Total Payments(As Above)	19,280.38
70,114.49	Closing Balance	94,677.98
	These cumulative funds are represented by:	
1,157.20	Current Bank A/c	24,520.69
48,578.33	Deposit Account	49,778.33
20,000.00	Hampshire Trust Bond	20,000.00
378.96	Hampshire Trust Saver	378.96
70,114.49		94,677.98
	Reserve Balances are represented by:	
9,660.73	Current Year Fund	24,563.49
18,015.67	General Reserves	29,636.40
2,989.00	EMR Election Expenses	2,989.00
994.28	EMR Public Conveniences Fund	994.28
22.15	EMR Future Parish Celebrations	22.15

West Hoathly Parish Council

Summary Receipts and Payments for Year Ended 31st March 2022

Last Year Ended 31st March 2021		Current Year Ended 31st March 2022
3,687.00	EMR Rec/Playground Enhancement	3,687.00
10,807.16	EMR Pavilion Seed Funding	8,847.16
145.00	EMR Pavilion Fundraising	145.00
1,284.80	EMR Fingerpost Maintenance	1,284.80
1,578.14	EMR Village Hamlet Gateways	1,578.14
2,394.32	EMR Highways Improvements	2,394.32
222.86	EMR Defibrillators	222.86
680.08	EMR Community Orchard	680.08
9,000.00	EMR Neighbourhood Plan	9,000.00
359.41	EMR IT & Website	359.41
598.75	EMR Parish Guide	598.75
215.00	EMR Reinstatement WHP11	215.00
1,830.14	EMR Local History Projects	1,830.14
1,000.00	EMR Land Registration	1,000.00
500.00	EMR Ownership Broadfield Bank	500.00
3,130.00	EMR Grant Village Hall	3,130.00
1,000.00	EMR Bluebell Wood Managment	1,000.00
<hr/> 70,114.49 <hr/>		<hr/> 94,677.98 <hr/>

Signed : _____ (Chairman) _____ (RFO)

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current	30/06/2021		9,227.49
			<u>9,227.49</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
28/06/2021 622861561 Lopez Window Cleaning		35.00	
28/06/2021 898964083 MSDC		132.50	
28/06/2021 411726856 StarBrite Chemicals Ltd		98.58	
28/06/2021 600375767 A Shurvell		40.00	
			<u>306.08</u>
			8,921.41
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			8,921.41
		Balance per Cash Book is :-	8,921.41
		Difference is :-	0.00

Trustees of West Hoathly Village Hall

Summary Receipts and Payments for Year Ended 31st March 2022

Last Year Ended 31st March 2021		Current Year Ended 31st March 2022
	Receipts	
4,950.00	Flat Rent	1,650.00
4,950.00	Sub Total	1,650.00
	Operating Income	
13,263.70	Income	15.50
216.91	VAT Data	0.00
18,430.61	Total Receipts	1,665.50
	Running Costs	
3,067.33	Cleaning	932.15
229.58	Fire Safety	0.00
10,731.87	General Maintenance	733.17
901.38	Heating	201.88
2,181.97	Utilities & Contracts	505.90
2,094.90	VAT Data	98.80
19,207.03	Total Payments	2,471.90
	Receipts and Payments Summary	
15,725.88	Opening Balance	14,949.46
18,430.61	Add Total Receipts(As Above)	1,665.50
34,156.49		16,614.96
19,207.03	Less Total Payments(As Above)	2,471.90
14,949.46	Closing Balance	14,143.06
	These cumulative funds are represented by:	
9,727.81	Current Bank A/c	8,921.41
5,221.65	Deposit Account	5,221.65
14,949.46		14,143.06
	Reserve Balances are represented by:	
-776.42	Current Year Fund	-806.40
15,725.88	General Reserves	14,949.46
14,949.46		14,143.06

Signed : _____ (Chairman) _____ (RFO)

Cashbook 1

Current Bank A/c

Payments made between 01/07/2021 and 20/07/2021

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	Nominal Ledger Analysis			£ Amount	Transaction Details
					£ VAT	A/c	Centre		
01/07/2021	Zoom	DD	143.88		23.98	4190	110	119.90	Zoom annual fee
01/07/2021	BestHost	DD	22.50			4180	110	22.50	Website
01/07/2021	Lloyds Credit Card	DD	3.00			4100	110	3.00	Card fee
09/07/2021	British Telecom	DD	46.14		7.69	4170	110	38.45	Telephone Jun 21
20/07/2021	WSCC Local Govt Pension	234081975	292.04			4000	110	58.75	Pension July 2021
						4090	130	3.75	Pension July 2021
						4030	110	229.54	Pension July 2021
20/07/2021	Monitor Cleaning	278372690	222.32		37.05	4750	180	185.27	Toilet cleaning Jun 21
20/07/2021	Dorian Fretwell	424298884	192.00			4001	110	192.00	July salary
20/07/2021	Derek Shurvell	459098461	515.00			4400	130	230.00	Finche Field May/Jun
						4500	140	130.00	North Lane Rec May/Jun
						4660	170	70.00	Sharphorne Green May/Jun
						4740	170	60.00	Courtlands May/Jun
						4650	170	25.00	Selsfield Common May/Jun
20/07/2021	Colin Gibbs	554923046	51.58			4090	170	51.58	July salary
20/07/2021	Gary Coxall	574293571	140.00			4670	170	60.00	Works to 15 July
						4002	110	5.00	Works to 15 July
						4420	170	75.00	Works to 15 July
20/07/2021	HMRC	698695169	139.06			4001	110	48.00	PAYE July 2021
						4030	110	78.26	PAYE July 2021
						4090	130	12.80	PAYE July 2021
20/07/2021	SLCC Enterprises	715505285	72.00		12.00	4070	110	60.00	Training LA
20/07/2021	A Beams	743716066	388.60			4000	110	388.60	Locum RFO July 21
20/07/2021	Mid Sussex District Council	859633982	70.00			4130	110	70.00	Premises Licence North Lane
20/07/2021	Leanne Andrews	929629459	976.92			4000	110	976.92	July salary
Total Payments:			3,275.04	0.00	80.72			3,194.32	