



WEST HOATHLY PARISH COUNCIL

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

West Hoathly Parish Council Clerks Report October 2022

Actions Taken and points of information not on the agenda

- The councils nomination for the MSDC Applauds Good Sport Award has been shortlisted. A guest has been invited on behalf to attend the awards ceremony that will take place at 3pm on Sunday 20th November 2022 at the Norfolk Pavilion, South of England Showground. A member of the council is also invited to attend.
- The Bluebell Woods Ecology Report has been received- circulated via email
- The Parish Council office will be closed on Monday 31st October and Thursday 3rd November.

Information for items on the agenda-

Item 7- Documents sent to councillors via email

Item 8- RFO has distributed information via email attachment

Item 9 – Quote has been sent to councillors via email

Item 10- Consultation on the Horsted Keynes Neighbourhood Development Plan – Regulation 16

Horsted Keynes Parish Council has prepared a Neighbourhood Development Plan for the parish. The Plan sets out a vision for the future of the area and planning policies which will be used to determine planning applications locally. In accordance with Regulation 16 of the Neighbourhood Plan Regulations 2012 (as amended), the Horsted Keynes Neighbourhood Plan and associated documents will be subject to a 6-week consultation from Monday 26th September to Monday 7th November 2022.

Copies of the Horsted Keynes Neighbourhood Plan and supporting documents are available to view on the Mid Sussex District Council website:

<https://www.midsussex.gov.uk/planning-building/neighbourhood-plans/>

Representations on the Horsted Keynes Neighbourhood Plan can be submitted via email to neighbourhoodplans@midsussex.gov.uk or via post to Mid Sussex District Council, Planning Policy, Oaklands Road, Haywards Heath, RH16 1SS until 23:59 on Monday 7th November 2022.

Item 11 – Sent to councillors via email

Item 12

At the West Hoathly Village Hall Management Committee meeting last week the committee discussed the possibility of using the Village Hall as a warm hub. It was agreed that given the usage of the hall and available facilities that there may be more suitable venues in the parish. Cllr Amy Marshall has spoken to the Royal British Legion Club, and they are happy to be available as a warm hub during their opening times and provide tea and coffee. The Council may like to consider how they can support the Royal British Legion Club.

Item 13

The Council may like to consider a vision for the new council term beginning May 2023- April 2027. Cllr Paul Brown and Cllr Douglas Denham St Pinnock met in October to begin discussing these ideas. The notes from the meeting have been circulated via email.

The Council should consider these ideas and any other projects that the Council would like to pursue in the next financial year when preparing the budget in December.

The council would need to agree any projects and pieces of work separately at a Parish Council meeting before progressing.

Correspondence

Police Focus Group

Mid Sussex Police will be holding an online Focus Group meeting on Thursday 24th November from 10:30am-12 noon – one councillor to attend with clerk.

MSDC Gambling Act Policy

Mid Sussex District Council is currently reviewing our Gambling Act 2005 Policy (Statement of Licensing Principles - Gambling Act 2005).

The consultation phase is open until the 10th November 2022.

The draft Policy may also be accessed via the Mid Sussex District Council website at <https://www.midsussex.gov.uk/about-us/consultations/> or in local libraries and Council Help-Points.

Any comments on the Policy should be received by the Licensing Team no later than 10th November 2022.

West Hoathly Neighbourhood Plan Allocations SANG Mitigation- sent to councillors via email.

Leanne Andrews – October 2022

List of Payments made between 27/09/2022 and 26/10/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/10/2022	Salaries Oct	222375	2,002.38		Salaries Oct
26/10/2022	Dorian Fretwell VH cleaning	222376	240.00		Dorian Fretwell VH cleaning
26/10/2022	HMRC	222377	663.62		HMRC
26/10/2022	WSCC Local Govt Pension Scheme	222378	546.83		WSCC Local Govt Pension Scheme
26/10/2022	Credit Card	222379 CC	26.84		Credit Card
26/10/2022	British Telecom	222380DD	46.72		British Telecom
26/10/2022	Business Stream	222381DD	56.61		Business Stream
26/10/2022	Derek Shurvell various mainten	222382	1,730.00		Derek Shurvell various mainten
26/10/2022	HQ Plumbing	222383	164.78		HQ Plumbing repairs to NL WC
26/10/2022	Monitor Cleaning	222384	232.73		Monitor Cleaning
26/10/2022	Expest Finche Field Wasp nest	222385	55.00		Expest Finche Field Wasp nest
26/10/2022	A to B Ecology Bluebell Woods	222386	100.00		A to B Ecology Bluebell Woods
26/10/2022	Unity Bank	BANK CHG	18.00		Unity Bank
26/10/2022	Deposit Account	TRANS	39,431.00		Deposit Account
26/10/2022	Deposit Account	TRANS	132.49		Deposit Account
26/10/2022	Deposit Account	TRANS	25.00		Deposit Account
Total Payments			45,472.00		

West Hoathly Parish Council**Summary Receipts and Payments for Year Ended 31st March 2023**

Last Year Ended 31st March 2022		Current Year Ended 31st March 2023
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Receipts

76,399.00	Precept	78,862.00
2,809.15	TWHVH Employee Costs	1,560.00
79,208.15	Sub Total	80,422.00

Operating Income

4,784.13	Income	6,330.11
631.00	Allotments	460.00
500.00	North Lane Recreation Ground	500.00
0.00	Infrastructure	3.45
6,918.51	VAT Data	2,133.03
92,041.79	Total Receipts	89,848.59

Running Costs

40,993.92	Administration	35,262.76
17.44	Allotments	30.93
3,213.97	Finche Field	1,632.00
4,733.94	North Lane Recreation Ground	937.59
0.00	Sharpthorne Old Playground	80.00
1,346.40	Playgrounds	1,026.78
10,222.81	Infrastructure	2,552.94
3,632.21	Premises	2,538.32
3,682.79	VAT Data	1,202.26
67,843.48	Total Payments	45,263.58

Receipts and Payments Summary

70,114.49	Opening Balance	94,312.80
92,041.79	Add Total Receipts(As Above)	89,848.59
162,156.28		184,161.39
67,843.48	Less Total Payments(As Above)	45,263.58
94,312.80	Closing Balance	138,897.81

These cumulative funds are represented by:

5,210.25	Current Bank A/c	788.73
68,523.13	Deposit Account	117,529.66
20,000.00	Hampshire Trust Bond	20,000.00
579.42	Hampshire Trust Saver	579.42
0.00	JUBILEE RECEIPTS	0.00
94,312.80		138,897.81

Reserve Balances are represented by:

24,198.31	Current Year Fund	44,585.01
15,673.55	General Reserves	36,261.27
3,389.00	EMR Election Expenses	3,789.00

West Hoathly Parish Council

Summary Receipts and Payments for Year Ended 31st March 2023

Last Year Ended 31st March 2022		Current Year Ended 31st March 2023
1,994.28	EMR Public Conveniences Fund	2,994.28
4,687.00	EMR Rec/Playground Enhancement	5,687.00
13,847.16	EMR Pavilion Seed Funding	13,847.16
145.00	EMR Pavilion Fundraising	145.00
1,484.80	EMR Fingerpost Maintenance	1,401.80
1,578.14	EMR Village Hamlet Gateways	0.00
2,394.32	EMR Highways Improvements	0.00
1,422.86	EMR Defibrillators	1,922.86
680.08	EMR Community Orchard	163.08
10,000.00	EMR Neighbourhood Plan	10,000.00
859.41	EMR IT & Website	0.00
2,428.89	EMR Local History Projects	2,428.89
2,500.00	EMR Land Registration	2,500.00
5,330.00	EMR Grant Village Hall	0.00
1,700.00	EMR Bluebell Wood Managment	8,278.14
0.00	EMR Step refurbishment	4,894.32
<hr/> 94,312.80 <hr/>		<hr/> 138,897.81 <hr/>

Signed : _____ (Chairman) _____ (RFO)

**Bank Reconciliation Statement as at 26/10/2022
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	26/10/2022		6,645.91
			<u>6,645.91</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
21/07/2022 JUBILEE	Scout Group Jubilee		250.00
26/10/2022 222375	Salaries Oct		2,002.38
26/10/2022 222376	Dorian Fretwell VH cleaning		240.00
26/10/2022 222377	HMRC		663.62
26/10/2022 222378	WSCC Local Govt Pension Scheme		546.83
26/10/2022 222379 CC	Credit Card		26.84
26/10/2022 222382	Derek Shurvell various mainten		1,730.00
26/10/2022 222383	HQ Plumbing		164.78
26/10/2022 222384	Monitor Cleaning		232.73
			<u>5,857.18</u>
			788.73
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			788.73
		Balance per Cash Book is :-	788.73
		Difference is :-	0.00

Current Bank A/c
List of Payments made between 27/09/2022 and 26/10/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/10/2022	West Hoathly Parish Council DF	222332	300.00		West Hoathly Parish Council DF
26/10/2022	PYROTEC FIRE PROTECTION	222333	101.82		PYROTEC FIRE PROTECTION
26/10/2022	Unity Trust	CHG	18.00		Unity Trust
26/10/2022	Deposit Account	TRANS	7.91		Deposit Account

Total Payments 427.73

**Bank Reconciliation Statement as at 26/10/2022
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	26/10/2022		12,181.51
			<u>12,181.51</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
26/10/2022 222332 West Hoathly Parish Council DF		300.00	
26/10/2022 222333 PYROTEC FIRE PROTECTION		101.82	
			<u>401.82</u>
			11,779.69
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			11,779.69
		Balance per Cash Book is :-	11,779.69
		Difference is :-	0.00

Trustees of West Hoathly Village Hall

Summary Receipts and Payments for Year Ended 31st March 2023

Last Year Ended 31st March 2022		Current Year Ended 31st March 2023
	Receipts	
6,350.00	Flat Rent	3,850.00
<u>6,350.00</u>	Sub Total	<u>3,850.00</u>
	Operating Income	
4,129.65	Income	5,505.92
<u>10,479.65</u>	Total Receipts	<u>9,355.92</u>
	Running Costs	
3,507.09	Cleaning	2,302.67
258.83	Fire Safety	84.85
2,310.54	General Maintenance	2,340.16
1,600.13	Heating	1,463.10
1,709.75	Utilities & Contracts	1,168.07
508.33	VAT Data	514.60
<u>9,894.67</u>	Total Payments	<u>7,873.45</u>
	Receipts and Payments Summary	
<u>14,949.46</u>	Opening Balance	<u>15,534.44</u>
10,479.65	Add Total Receipts(As Above)	9,355.92
25,429.11		24,890.36
9,894.67	Less Total Payments(As Above)	7,873.45
<u>15,534.44</u>	Closing Balance	<u>17,016.91</u>
	These cumulative funds are represented by:	
10,309.64	Current Bank A/c	11,779.69
5,224.80	Deposit Account	5,237.22
<u>15,534.44</u>		<u>17,016.91</u>
	Reserve Balances are represented by:	
584.98	Current Year Fund	1,482.47
14,949.46	General Reserves	15,534.44
<u>15,534.44</u>		<u>17,016.91</u>

Signed : _____ (Chairman) _____ (RFO)