

Telephone 07725 843 505  
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Website <http://www.ninfieldpc.co.uk/community/ninfield-parish-council-15069/home>

## **Ninfield Full Council Minutes 22<sup>nd</sup> February 2024**

### **Cllrs Present:**

Chair K Williamson (KW), J Cheshire (JC), P Holland (PH), S Guard (SG), J Langley (JL)

In attendance: J Scarff Clerk & No members of the public (MOP).

### **Public Questions:**

**In accordance with standing orders ten minutes** are available for the Public to express a view or ask a question on **relevant matters on the following agenda**.

There was one member of public present.

There were no questions.

The public session was closed.

### **Chairman's welcome to the meeting.**

KW welcomed everyone to the meeting.

**To receive and accept apologies** and reasons for absence in accordance with the Local Government Act 1972 S 85 (1).

Apologies received and accepted from Cllrs Coleshill and Collins for personal reasons.

County cllr B Bowdler had sent apologies.

### **To consider a co option to the council.**

There was one candidate for the co option. The cllrs voted unanimously to accept the application from Steven Venner.

Resolved. Steven Venner was co opted to Ninfield Parish Council.

Steven Venner signed the declaration of acceptance of office, witnessed by the clerk and took part in the meeting from this point.

### **Business to be transacted.**

#### **Disclosure of Interests**

To receive any disclosure by Members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct.

To consider granting any dispensations.

Any changes to register of interests should be notified to the clerk.

There were no disclosures of interest and no requirements to grant dispensations.

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### **Exclusion of the Public**

To exclude the public for a particular agenda item the following resolution must be passed.

‘Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.’

There was no requirement for this resolution.

**Minutes of previous meeting** to be considered for approval and signed as a true record.

Full Council Meeting of the Full Council 18<sup>th</sup> January 2024

KW Proposed, GP seconded. All agreed.

**Resolved** The minutes of the Full Council Meeting of the Full Council 18<sup>th</sup> January 2024 were agreed as a true record and signed by the chairman.

- a) **To discuss the planning application WD/2023/2745/F Broiler House Paddock and agree any actions required.**

The clerk explained that within the application there is an economic viability to try and justify why his required contributions should be reduced. One of the directors who came out to the lane admitted they have no plans to regularise using the lane. The clerk reported that at the Potmans Lane hearing the inspector was very clear that breaches of planning conditions should be enforced by the planning authority. The clerk confirmed that the application has been called in to committee by the district cllr.

Item b was discussed as it was linked to a.

- b) **To discuss Ingrams Lane and agree any actions required.**

The clerk highlighted that the vegetation along the right-hand side has been removed and this leaves the carpark, owned by the Parish Council, at the Memorial Hall open, including the area used by children to play.

One of the directors at the developer has agreed fencing and planting.

The clerk asked whether to write to the leader of WDC, the planning portfolio holder, and all the members of the planning committee south and letting Huw Merriman know and copying our districts cllrs in.

**Resolved:** The clerk was asked to write to the leader of WDC, the planning portfolio holder, and all the members of the planning committee south and letting Huw Merriman know and copying our districts cllrs in to explain the difficulties for the application in a) and the points from b).

The clerk was also asked to liaise with the developer and ask them to fence off along the side of the road, which is believed to be Parish Council land.

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c) **To receive an update on the Ninfield Neighbourhood Plan (NHP) and agree any actions required.**

JC reported that the draft plan is being examined by an independent examiner. The examiner will issue a report which may contain suggestions for modifications. Once the modifications are finished WDC will need to agree that the PC has done what the examiner suggested. Following this the plan will go forward to referendum.

d) **Finance Matters**

- i. To receive the Statement of Accounts to 31<sup>st</sup> January 2024 for noting.  
Noted
- ii. To receive the bank statement and corresponding bank reconciliation to 31<sup>st</sup> January 2024 for noting.  
The bank reconciliation was noted and showed a balance of £149,934.60 as at 31<sup>st</sup> January 2024.
- iii. To receive and agree payment of the schedule of invoices.  
The payments were agreed as presented. SG proposed, KW seconded, all agreed.

e) **To receive reports from Parish Councillors.**

SG reported that the Memorial Hall Committee were concerned about the potholes on the Memorial Hall driveway and had asked if there was an update regarding the carpark. The cllrs have yet to have a meeting about this and one will be planned into the diary.

SG asked about the heart of Ninfield event 11<sup>th</sup> May, what are the PC funding. The clerk said that the PC will host and therefore will fund the food and drink. SG reported that societies in the village are getting leaflets together as the parish news would like to deliver a copy of the news to every house in Ninfield. SG asked if the pc would support that instead of sending postcards. SG suggested that a small group meets to look at designing the heart of leaflet.  
All councillors supported this.

[To council dissolved into the Boundary Review Committee and it was resolved that the minutes would be confidential.](#)

- f) To discuss the Ninfield Boundary review and agree any actions required.

**Date of next meeting.**

**To note the date of the next meeting is The Finance committee Meeting Thursday 15<sup>th</sup> February 2024, 6.30pm at the Methodist Hall.**

**Correspondence** – to note for possible inclusion on next agenda.

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## Ninfield Parish Council

### Bank - Cash and Investment Reconciliation as at 31 January 2024

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#### **Confirmed Bank & Investment Balances**

##### **Bank Statement Balances**

31/01/2024	Unity Trust Bank	149,934.60
31/03/2023	Lloyds Savings account	73,395.00
28/12/2023	Lloyds Current Account	3,248.18
31/12/2023	Lloyds Credit Card	12.00
23/11/2023	Wave Community Bank	44,005.00

**270,594.78**

##### **Receipts not on Bank Statement**

**0.00**

##### **Closing Balance**

**270,594.78**

##### **All Cash & Bank Accounts**

1	Current Bank A/c Unity Trust B	149,934.60
2	Lloyds TSB Savings A/c 522	73,395.00
3	Lloyds Current Account	3,248.18
4	Lloyds Credit Card	12.00
5	Wave Bank	44,005.00
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>270,594.78</b>

**Bank Reconciliation Statement as at 31/01/2024  
for Cashbook 1 - Unity Bank current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank	31/01/2024		149,934.60
			<u>149,934.60</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			149,934.60
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			149,934.60
		<b>Balance per Cash Book is :-</b>	<b>149,934.60</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

Bank Reconciliation up to 31/01/2024 for Cashbook No 1 - Unity Bank current Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
02/01/2024	SO	930.00		930.00		R <input type="checkbox"/>	Clerk
15/01/2024	DD	165.60		165.60		R <input type="checkbox"/>	Beaming Ltd
15/01/2024	DD	990.00		990.00		R <input type="checkbox"/>	Wealden District Council
25/01/2024	SO	120.00		120.00		R <input type="checkbox"/>	Mrs S Guard
25/01/2024	BACS	42.00		42.00		R <input type="checkbox"/>	Ninfield Methodist Church
25/01/2024	BACS	1,620.00		1,620.00		R <input type="checkbox"/>	AFA Planning
25/01/2024	BACS	500.00		500.00		R <input type="checkbox"/>	Ninfield Village Society
29/01/2024	DD	13.13		13.13		R <input type="checkbox"/>	Castle Water Ltd
30/01/2024	SO	930.00		930.00		R <input type="checkbox"/>	Clerk
31/01/2024	DD	11.99		11.99		R <input type="checkbox"/>	Hugofox Website Host
		<div>5,322.72</div>	<div>0.00</div>				

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Unity Bank current Bank A/c

Payments made between 01/02/2024 and 29/02/2024

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
23/02/2024	Clerk	BACS	935.25			4000	110	935.25	Salary reconciliation
23/02/2024	Orchard Landscapes Ltd	BACS	6,153.07		1,025.51	4400	120	5,127.56	6months
Total Payments:			7,088.32	0.00	1,025.51			6,062.81	