

Telephone 07725 843 505
Email Clerk@ninfieldpc.co.uk

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

Ninfield Full Council Minutes 18th April 2024

Cllrs Present:

Chair K Williamson (KW), P Holland (PH), J Langley (JL), G Pharo, P Coleshill

In attendance: J Scarff Clerk & 2 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 any questions on the reports from the County and District Cllrs.

Cllr Coleshill reported there have been a series of meetings to show the Reg 18 stage of the development of the WLP. There will now be a mini exhibition at Ninfield with himself the leader of the council and the planning portfolio holder attending.

PC highlighted a capital grant available to apply for as well as an Orchard grant. There is a plan to introduce a grant for arts and culture.

To receive reports from

Schools

Church

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 Guard, Cheshire & Collins for personal reasons.

County Cllr B Bowdler had sent apologies.

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.’

The above motion was proposed by GP, seconded and unanimously backed so item g could be discussed in closed session as it would be prejudicial to discuss in public due to the commercial nature of the tenders.

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

Full Council Meeting of the Full Council 21st March 2024 & the Extraordinary Council meeting 4th April 2024

Proposed, GP & JL seconded. All agreed.

Resolved The minutes of the Full Council Meeting of the Full Council 21st March 2024 & the Extraordinary Council meeting 4th April 2024 were agreed as a true record and signed by the chairman.

- a) **To confirm the decision to give permission to the Bonfire Society for the village bonfire and fireworks following the mediation meeting and agree any actions required.**

There was no discernible result from the mediation. KW proposed that the permission stands, seconded by GP and agreed by all.

MOP's left the meeting at the end of this item. (1845)

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

In JC's absence the clerk reported that WDC officers had requested a date to have an online meeting to discuss next steps following the examiners report confirming that the plan had met the 'basic conditions' as required.

- c) **To discuss the arrangement for the Annual Parish Meeting Saturday 11th May 2024 and agree any actions required.**

The clerk explained that the PC was hosting and had agreed to provide the food and refreshments and we need to decide the details.

After a discussion the cllrs agreed that a budget of up to £500 to cover food and drink and asked the clerk to discuss further with SG. The clerk asked if the cllrs wanted wine for the event as would normally be provided. Cllrs agreed not to serve wine.

- d) **To discuss with the recommendation to approve a request to fund the prize money for the Pram Race in May 2024.**

Resolved the PC fund the prizes by donating £250.

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e) **Finance Matters**

- i. To receive the Statement of Accounts to 31st March 2024 for noting.
The statement of accounts was received in advance of the meeting and showed a total of £257,166.66 across all accounts as at 31st March 2024.
- ii. To receive the bank statement and corresponding bank reconciliation to 31st March 2024 for noting.
- iii. The bank statement was sent out in advance and showed a total of £136,506.38 in Unity Trust bank as at 31st March 2024.
- iv. To receive and agree payment of the schedule of invoices.
The invoices were approved as presented, the clerk was authorised to add the payment to the Carnival Society for the pram race prizes.

To receive reports from Parish Councillors.

JL reported that the HWBG have received a donation of £500 from the police property fund towards the Christmas lunch.

There will be 8 dementia friendly films this year instead of 4 – there were 39 people at the last one.

There was an initial discussion about electric vehicle charging points and whether there would be somewhere suitable to have one.

The following items will be discussed in a closed session due to the confidential nature of the content.

JL tabled the idea of a village newsletter, possibly a couple of times a year specifically

- f) letting residents know what the PC does. Cllrs thought this would be a good idea.

To discuss the tenders received for the children's playground and agree any actions required.

The cllrs discussed the tenders and the meetings with the two companies whose tenders scored the highest.

Resolved The clerk was asked to let all companies know the result and at a suitable time to put the design of the winning tender on the website.

Date of next meeting.

To note the date of the next meeting is The Full Council Meeting Thursday 16th May 2024, 6.30pm at the Methodist Hall.

Correspondence – to note for possible inclusion on next agenda.

The clerk reported that she had received an email from the lady who runs the singing group on a Thursday offering to stay for an extra hour and serve tea and coffee to adults staying on the rec with their children after school. The clerk explained that she would need to contact environmental health to see whether this would necessitate registration.

The clerk has received correspondence asking for use of the rec and Sparkes for the end of school year 6 party.

Ninfield Parish Council

Bank - Cash and Investment Reconciliation as at 31 March 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2024	Unity Trust Bank	136,506.38
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

257,166.56

Receipts not on Bank Statement

0.00

Closing Balance

257,166.56

All Cash & Bank Accounts

1	Current Bank A/c Unity Trust B	136,506.38
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
	Total Cash & Bank Balances	257,166.56

**Bank Reconciliation Statement as at 31/03/2024
for Cashbook 2 - Lloyds TSB Savings A/c 522**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Savings account	31/03/2024		73,395.00
			<u>73,395.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			73,395.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			73,395.00
		Balance per Cash Book is :-	73,395.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

**Bank Reconciliation Statement as at 31/03/2024
for Cashbook 5 - Wave Bank**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Wave Community Bank	31/03/2024		44,005.00
			<u>44,005.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			44,005.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			44,005.00
		Balance per Cash Book is :-	44,005.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/03/2024 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
01/03/2024	BACS	561.26		561.26		R <input type="checkbox"/>	Clerk
01/03/2024	SO	280.00		280.00		R <input type="checkbox"/>	EDF Electricity
06/03/2024	DD	11.99		11.99		R <input type="checkbox"/>	Hugofox Website Host
18/03/2024			565.00	565.00		R <input type="checkbox"/>	Receipt(s) Banked
22/03/2024	BACS	567.60		567.60		R <input type="checkbox"/>	Foxhill Tree Services
22/03/2024	BACS	40.00		40.00		R <input type="checkbox"/>	Isaac Bussel Window Cleaning
22/03/2024	BACS	90.00		90.00		R <input type="checkbox"/>	GeoXphere Ltd
25/03/2024	SO	120.00		120.00		R <input type="checkbox"/>	Mrs S Guard
28/03/2024	DD	13.13		13.13		R <input type="checkbox"/>	Castle Water Ltd
28/03/2024	DD	990.00		990.00		R <input type="checkbox"/>	Wealden District Council
28/03/2024	BACS	72.00		72.00		R <input type="checkbox"/>	Rother District Council
28/03/2024	BACS	1,962.68		1,962.68		R <input type="checkbox"/>	Gallagher
31/03/2024	DD	45.56		45.56		R <input type="checkbox"/>	Scottish Water Bus
31/03/2024	DD	165.60		165.60		R <input type="checkbox"/>	Beaming Ltd
31/03/2024	DDR	18.00		18.00		R <input type="checkbox"/>	Unity Trust Bank
		<u>4,937.82</u>	<u>565.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate