



Sedlescombe Parish Council

Minutes of the Meeting of the Parish Council

held on Tuesday 12th December 2023 at 19:30 in Committee Room 2 of Sedlescombe Village Hall

Present:

Cllr. Pauline Glew (PG), Cllr Jonathan Vine-Hall (chair) (JVH), Cllr David Caney (DC), Cllr Nikki Moore (NM), Cllr. Jackie Saull-Hunt (JSH), Cllr. Lindy Latreille (LL) part time, Cllr Keith Saunders.

Mrs Jackie Scarff (Clerk/RFO)

District & County Cllr. Carl Maynard (part time)

Public participation session re matters on the Agenda at the Chairman's discretion.

There were two members of the public(MOP) who spoke at the relevant part of the meeting.

End of public participation.

Item	Item (C23.)	
47	To receive and accept Apologies (LGA 1972 s85 (1)) Apologies were received and accepted from Cllr Coupar for personal reasons.	
48	Interests in accordance with the Localism Act 2011 and the Council's Code of Conduct To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. There were no interests to declare. To grant any requests for dispensation as appropriate. There were no requirements to grant any dispensations. Reminder any changes to register of interests should be notified to the clerk.	
49	To receive questions from members on reports from the District and County Councillors. CM had submitted a report this afternoon. He issued a plea to report any potholes and drainage issues. JVH asked when the green will be resurfaced. CM agreed to write to the assistant director.	
50	To receive the minutes of the previous meeting held on 12th December 2023, to approve these minutes and authorise the chairman to sign them as a correct record. Resolved that the chairman is authorised to sign the minutes held on 12 th December 2023 as a correct record.	
51	If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960 S1(2), 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 to pass this resolution.	
52	To discuss the damage to Red Barn Field (RBF) and agree any actions required. PG recommended that the quote received for the soil type and replicating the varieties in RBF be used. The seeds need to be spread mid Feb after the ground is harrowed and the brambles that have come up are cut back to ground level. Resolved: The clerk was asked to get a quote for the cost of increasing the quantity of yellow rattle seed and to pass the quotes on to the residents for agreement once this had been received.	
53	To discuss the arrangements for publishing the bulletin in April 2024 and agree any actions required. DC will do an update on the traffic calming scheme. JSH will write an article about an event for DD on 6 th June.	

	<p>RC will write a piece about the volunteers & will work with KS to contact the Bruderhof for an article. RC mentioned Hunts cider based in Cottage Lane and will ask if they want to put an advert in the directory. RC will ask if they would be prepared to do a tasting at the AA. JSH & LL will write an article to update residents about the PPG. KS will provide an article about the VH.</p> <p>Cllrs were asked to provide write ups by the end of February, the book will be available for delivery in April.</p> <p>Resolved: The costs of advertising will remain the same as last year.</p>	
54	<p>To consider a request from a member of the history group to publish three pdfs that describe past parish council business.</p> <p>Resolved The cllrs were happy for the documents to be published.</p>	
55	<p>To hear an update from the Sports Executive meeting and agree any actions required.</p> <p>Resolved that the budget be agreed and added to the full council budget in order to calculate the precept.</p>	
56	<p>To present the current outstanding resolutions and agree any actions required.</p> <p>There is no new news regarding the pole on The Green. The dealings with S E Water concerning Riverside Recreation Ground will now be passed to the solicitors. Further updates to the website have been done and it will continue.</p>	
57	<p>To hear an update on the traffic calming project and agree any actions required.</p> <p>DC reported that he would like to see a change to feature 4 in order to slow the traffic coming down the hill, which the designer has said they will do. DC reported that the topographical survey needs to be done to progress the project and draft a full design. The quote received is £2,999</p> <p>Resolved: The survey should be commissioned and paid for from CIL money.</p>	
59	<p>Finance and Audit</p> <p>To receive the monthly statement of accounts to 31st December 2023 for noting. This was circulated ahead of the meeting and noted.</p> <p>To receive the bank reconciliation to 31st December 2023 for noting. The bank reconciliation for Unity Trust bank was circulated before the meeting and it was noted that it reconciles to zero with the balance as at 31st December 2023 showing £69,381.68 held at Unity Trust Bank.</p> <p>To receive a list of payments falling due and made in advance of the meeting to be approved. Nothing to report.</p> <p>To receive a list of payments to be approved. The payments were approved as presented. The report had been circulated in advance and was noted.</p>	
60	<p>Reports, Correspondence, Questions and Future agenda items not requiring decisions.</p> <p>Red Barn Field – this was discussed during the meeting. Sedlescombe Jobs Network - Nothing to report</p>	
61	<p>Date of next meeting.</p> <p>To note the date of the next meeting is the Finance Executive Committee meeting on Tuesday 20th February 2024 at 6.30pm CR2.</p>	

Sedlecombe Parish Council

Bank - Cash and Investment Reconciliation as at 31 December 2023

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2022	Current Bank A/c Barclays	71,765.67
17/11/2022	Barclays Active Saver	80.21
01/04/2023	West Brom Savings Account	23,172.63
31/03/2021	Petty Cash	0.00
30/11/2022	Lloyds	100.00
31/12/2023	Unity Trust	69,381.68

164,500.19

Receipts not on Bank Statement

0.00

Closing Balance

164,500.19

All Cash & Bank Accounts

1	Barclays Current Bank A/c	71,765.67
2	BarclaysActive Saver	80.21
3	West Bromich	23,172.63
4	Petty Cash	0.00
5	Lloyds Bank	100.00
6	Unity Trust Bank	69,381.68
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	164,500.19

**Bank Reconciliation Statement as at 31/12/2023
for Cashbook 6 - Unity Trust Bank**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust	31/12/2023		69,381.68
			<u>69,381.68</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			69,381.68
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			69,381.68
		Balance per Cash Book is :-	69,381.68
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation up to 31/12/2023 for Cashbook No 6 - Unity Trust Bank

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
05/11/2023			4.00	4.00		R <input type="checkbox"/>	Receipt(s) Banked
05/12/2023	BACS	91.87		91.87		R <input type="checkbox"/>	Joanne Oliver Domestic
05/12/2023	BACS	99.04		99.04		R <input type="checkbox"/>	NEST Pensions
20/12/2023	SO	778.94		778.94		R <input type="checkbox"/>	Clerk
21/12/2023	DD	65.28		65.28		R <input type="checkbox"/>	Uniserve (South East) Ltd
27/12/2023	DD	21.95		21.95		R <input type="checkbox"/>	Eslip Payroll
29/12/2023	DD	231.86		231.86		R <input type="checkbox"/>	Utility Warehouse Ltd
31/12/2023	DDR	18.00		18.00		R <input type="checkbox"/>	Unity Trust Bank
		<u>1,306.94</u>	<u>4.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Unity Trust Bank

Payments made between 01/01/2024 and 31/01/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
17/01/2024	Sedlescombe Village Hall	BACS	21.00			4250 110	21.00	December Hire
17/01/2024	Joanne Oliver Domestic	BACS	109.49		0.75	4431 125	108.74	Pavilion Cleaning
17/01/2024	Jewson Ltd	BACS	181.13		30.19	4430 130	150.94	Repairs
17/01/2024	Jewson Ltd	BACS	116.32		19.39	4430 125	96.93	Cricket Square
17/01/2024	RALC	BACS	89.00			4130 110	35.00	No invoice - email RALC
						4195 110	54.00	No inv - email Parish Online
17/01/2024	Roy Chapman	BACS	14.80			4430 125	14.80	Keys
Total Payments:			531.74	0.00	50.33		481.41	