



Sedlescombe Parish Council

Minutes of the Full Council Meeting of the Parish Council

held on Tuesday 16th July 2024 at 1830 in Committee Room 2 of Sedlescombe Village Hall

Present:

Cllr. Pauline Glew (PG). Cllr Jonathan Vine-Hall (JVH) Chair. Cllr Roy Chapman (RC), Cllr David Caney (DC), Cllr Jackie Saul-Hunt (JSH), Cllr Lindy Latreille (LL), Cllr Greta Anderson (GA).

Mrs Jackie Scarff (Clerk/RFO)

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

There were no members of the public

End of public participation.

Item	Item (C24.)	
47	To receive and accept apologies & reasons for absence(LGA 1972 s85 (1)) Apologies were received and accepted from Cllrs Coupar and Saunders. District and County Cllr Maynard gave apologies.	
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. 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. There were no interests declared.	
49	To receive questions from members on reports from the District and County Councillors. There were no questions.	
50	To consider the minutes of the previous meeting of the full council, 21st May 2024, to approve these minutes and authorise the chairman to sign them as a correct record. Resolved that the chair was authorised to sign the minutes of the full council, 21 st May 2024 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, 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	
52	Sedlescombe Sports Pavilion i) To hear an update from the Sports Executive Committee and agree any actions required. Part of the planted hedge has been trampled as people climb through the fencing. RC offered to add a new post to the fence to help prevent this. The new decking will be installed from 5 th August over approximately 10 days. The decarbonisation project will start Monday 22 nd July with the plumbing work. DC reported that he and RC roped off two squares. SRFC have stated that it is in the way of their youth team pitch. This will need to be looked at. The guy from the cricket board will be visiting in the next couple of weeks, we are awaiting a date from him. JVH asked when the painting will be done. The clerk explained that there wouldn't be enough money in the budget to do the painting this year. JVH asked about the disconnected guttering. It was agreed that this would be assessed. ii) To receive the minutes from the last meeting for ratification. There were no minutes to be ratified.	DC

53	<p>To receive a quote for a legal letter to be sent to BT Openreach regarding the pole on the village green. The quote was a range according to the time required. Estimated at 1- 3 hrs, £354 - £1062. Resolved: the clerk to instruct the solicitor.</p>	
54	<p>To review the following policies for adoption: CCTV The clerk was asked to purchase some more CCTV signs. The policy was adopted. Member Code of Conduct The policy was adopted.</p>	DC
55	<p>To discuss the lates update on CIL and agree any actions required. JVH explained the changes to the CIL and the opportunity this may present for the traffic calming project.</p>	
56	<p>To review previous resolutions and agree any actions required. There was nothing further to report.</p>	
57	<p>i) To hear an update on the traffic calming project and agree any actions required. DC reported that the group are meeting with ESCCHA next week along with our consultant and the plan is to walk through the village to show the plans. RC discussed the green and blue signs for rural lanes. It was agreed that it was a separate issue to the traffic calming and could be reviewed at a later date. ii) To discuss Stream Lane and agree any actions required. The clerk explained that she had spoken to someone from National Highways. He would be happy to come along to a meeting, with ESCCHA as well who have the responsibility for Stream Lane. DC suggested discussing the issue with ESCCHA after the traffic calming meeting and then trying to organise a meeting to include National Highways.</p>	
58	<p>Finance and Audit</p> <p>i To receive the monthly statement of accounts to 30th June 2024 for noting This was circulated ahead of the meeting and noted.</p> <p>ii To receive the bank reconciliation to 30th June 2024 The bank reconciliation for Unity Trust bank was circulated before the meeting and it was noted that it reconciles to zero with the balance at 30th June 2024 showing £64,886.90</p> <p>iii To receive a list of payments falling due and made in advance of the meeting to be approved There were none to report.</p> <p>iv To present for approval the payments for the month. The payments were approved as presented.</p>	
59	<p>To agree to switch to a new payroll provider. The clerk explained that the payroll provider was now charging £24 and they didn't seem to understand the payroll now the company had been bought and all services moved to India. The clerk had received 2 quotes from local payroll providers. Quote 1. £75 one off set up fee and £26 per month Quote 2. £10 per month fee. Resolved to switch to the provider of quote 2.</p>	
60	<p>Reports, Correspondence, Questions and Future agenda items not requiring decisions.</p> <p>i) Red Barn Field ii) Sedlescombe Jobs Network iii) Any other reports</p> <p>There were no new reports.</p>	
61	<p>Date of next meeting. To note the date of the next meeting is the Finance Executive Committee meeting on Tuesday 17th September 2024 at 6.30pm CR2</p>	

Sedlecombe Parish Council

Bank - Cash and Investment Reconciliation as at 30 June 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2024	Current Bank A/c Barclays	71,765.67
31/03/2024	Barclays Active Saver	80.21
30/04/2024	West Brom Savings Account	23,395.87
31/03/2024	Lloyds	100.00
30/06/2024	Unity Trust	64,886.90

160,228.65

Receipts not on Bank Statement

0.00

Closing Balance

160,228.65

All Cash & Bank Accounts

1	Barclays Current Bank A/c	71,765.67
2	BarclaysActive Saver	80.21
3	West Bromich	23,395.87
5	Lloyds Bank	100.00
6	Unity Trust Bank	64,886.90
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	160,228.65

**Bank Reconciliation Statement as at 30/06/2024
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	30/06/2024		64,886.90
			<u>64,886.90</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			64,886.90
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			64,886.90
		Balance per Cash Book is :-	64,886.90
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation up to 30/06/2024 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>
03/06/2024	Birthday		100.00	100.00		R <input type="checkbox"/>	Receipt(s) Banked
04/06/2024			4.00	4.00		R <input type="checkbox"/>	Receipt(s) Banked
12/06/2024	DD	82.82		82.82		R <input type="checkbox"/>	NEST Pensions
19/06/2024	BACS	584.86		584.86		R <input type="checkbox"/>	Connor Medhurst
19/06/2024	BACS	1,638.20		1,638.20		R <input type="checkbox"/>	Rother District Council
19/06/2024	BACS	63.73		63.73		R <input type="checkbox"/>	Jewson Ltd
19/06/2024	BACS	21.60		21.60		R <input type="checkbox"/>	Uniserve (South East) Ltd
20/06/2024	BACS	22.00		22.00		R <input type="checkbox"/>	Sedlescombe Village Hall
20/06/2024	BACS	48.13		48.13		R <input type="checkbox"/>	Joanne Cosson Domestic
21/06/2024	SO	65.28		65.28		R <input type="checkbox"/>	Uniserve (South East) Ltd
26/06/2024	DD	23.44		23.44		R <input type="checkbox"/>	Eslip Payroll
27/06/2024	BACS	584.86		584.86		R <input type="checkbox"/>	Connor Medhurst
27/06/2024	BACS	1,151.86		1,151.86		R <input type="checkbox"/>	Clerk
28/06/2024	DD	161.04		161.04		R <input type="checkbox"/>	Utility Warehouse Ltd
30/06/2024	DDR	18.00		18.00		R <input type="checkbox"/>	Unity Trust Bank
		<u>4,465.82</u>	<u>104.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate