



# Sedlescombe Parish Council

## Minutes of the **Full Council Meeting of the Parish Council**

held on Tuesday 15<sup>th</sup> October 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).

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	<b>To receive and accept apologies &amp; reasons for absence(LGA 1972 s85 (1))</b> Apologies were received and accepted from Cllrs Coupar and Anderson	
48	<b>Interests in accordance with the Localism Act 2011 and the Council's Code of Conduct</b> <b>To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result.</b> <b>To grant any requests for dispensation as appropriate.</b> There were no requirements to grant any dispensations. <b>Reminder any changes to register of interests should be notified to the clerk.</b> There were no interests declared.	
49	<b>To receive questions from members on reports from the District and County Councillors.</b> There were no questions.	
50	<b>To consider the minutes of the previous meeting of the full council, 16<sup>th</sup> July 2024, to approve these minutes and authorise the chairman to sign them as a correct record.</b> <b>Resolved</b> that the chair was authorised to sign the minutes of the full council, 16 <sup>th</sup> July 2024 as a correct record.	
51	<b>If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</b> '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.' <b>There was no requirement for this resolution</b>	
52	<b>Sedlescombe Sports Pavilion</b> <b>To hear an update from the Sports Executive Committee and agree any actions required.</b> DC update the meeting about the work that had taken place on the cricket wicket and that it should be ready to use for next year. The committee have worked through a budget for next year to allow for the outside of the pavilion to be painted and the external changing room doors to be replaced. There was a discussion regarding the back carpark. JSH suggested another try to ask if British Gypsum would donate some planings. The clerk will contact them.	DC
53	<b>To discuss the maintenance of the path from the village hall to St Johns Church and agree any actions required.</b> <b>Resolved:</b> The clerk will ask the person who cleared the path last time. JVH agreed to asked if the arisings could be placed in the adjacent field. It was agreed that the council would try and find a volunteer who would use the leaf blower to clear the leaves regularly as they drop in the autumn.	
54	<b>To review the following policies for adoption:</b> <b>Safeguarding</b> <b>Resolved</b> The policy was adopted. The clerk was asked to amend Section 4 point 2 to ensure that if either person mentioned was the subject of an allegation the process was made clear.	DC

55	<p><b>To discuss a request from Whatlington Parish Council to support its attempts to resolve flooding issues on the A21 junction with Marley Lane.</b></p> <p>The clerk explained that she had received further communication confirming that the flooding was due to the river and therefore Whatlington Parish Council were working with the relevant Highways Authority on a better road diversion plan.</p>	
56	<p><b>To review previous resolutions and agree any actions required.</b></p> <p>The BT Pole – the solicitor is awaiting a response from BT Openreach. Conclusion of the legal aspects of the watermain on the recreation ground – clerk is awaiting advice from the solicitor.</p>	
57	<p><b>To hear an update on the traffic calming project and agree any actions required.</b></p> <p>The clerk reported that she was awaiting the updated design information. The councillors had a copy of the project plan showing the latest information. The clerk suggested that she organise the November meeting with highways and the consultant. All agreed.</p>	
58	<p><b>Finance and Audit</b></p> <p><b>i To receive the monthly statement of accounts to 30<sup>th</sup> September 2024 for noting</b> This was circulated ahead of the meeting and noted.</p> <p><b>ii To receive the bank reconciliation to 30<sup>th</sup> September 2024</b> The bank reconciliation for Unity Trust bank was circulated before the meeting and it was noted that it reconciles to zero with the balance on 30<sup>th</sup> September 2024 showing £69,606.05</p> <p><b>iii To present for approval the payments for the month.</b> The payments were approved as presented.</p> <p><b>iv To receive section 3 report from the external auditor for noting.</b> The report was noted.</p>	
59	<p><b>Reports, Correspondence, Questions and Future agenda items not requiring decisions.</b></p> <p><b>i) Red Barn Field</b> - PG asked if there was a date for the hedges and brambles to be cut back. There is no date fixed. RC reported that the lock is missing on Balcombe Green gate.</p> <p><b>ii) Sedlescombe Jobs Network – Nothing to report</b></p> <p><b>iii) Any other reports</b> – There was a discussion about the hedging at EVT kickabout that needs cutting back. The clerk was asked to buy 4 half barrels to replace the broken ones on the green.</p>	
60	<p><b>Date of next meeting.</b></p> <p><b>To note the date of the next meeting is the Finance Executive Committee meeting on Tuesday 19<sup>th</sup> November 2024 at 6.30pm CR2</b></p>	

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**Sedlecombe Parish Council**

**Bank - Cash and Investment Reconciliation as at 30 September 2024**

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**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
30/09/2024	West Brom Savings Account	23,395.87
31/03/2024	Lloyds	100.00
30/09/2024	Unity Trust	69,778.85

**165,120.60**

Unpresented Payments

**172.80**

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**164,947.80**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

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**164,947.80**

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	69,606.05
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<hr/> <b>164,947.80</b> <hr/>

**Bank Reconciliation Statement as at 30/09/2024  
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	30/09/2024		69,778.85
			<hr/> 69,778.85
<b><u>Unpresented Payments (Minus)</u></b>			<b><u>Amount</u></b>
18/09/2024 BACS	Uniserve (South East) Ltd	172.80	
			<hr/> 172.80
			69,606.05
<b><u>Unpresented Receipts (Plus)</u></b>			
		0.00	
			<hr/> 0.00
			69,606.05
		<b>Balance per Cash Book is :-</b>	<b>69,606.05</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

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

**Signatory 2:**

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

**Bank Reconciliation up to 30/09/2024 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>Clear</u>	<u>Payee Name or Description</u>
05/09/2024	DD	82.82		82.82		R <input checked="" type="checkbox"/>	NEST Pensions
05/09/2024	SO	10.00		10.00		R <input checked="" type="checkbox"/>	Castle Water
09/09/2024			3,367.29	3,367.29		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/09/2024			4.00	4.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/09/2024	BACS	86.40		86.40		R <input checked="" type="checkbox"/>	AB Fire & Security
18/09/2024	BACS	5,663.88		5,663.88		R <input checked="" type="checkbox"/>	Wildwood of Mayfield Ltd
18/09/2024	BACS	14,776.63		14,776.63		R <input checked="" type="checkbox"/>	Hannington Gilbert
18/09/2024	BACS	108.30		108.30		R <input checked="" type="checkbox"/>	Play Inspection Co
18/09/2024	BACS	84.00		84.00		R <input checked="" type="checkbox"/>	Geosphere Ltd
18/09/2024	BACS	157.50		157.50		R <input checked="" type="checkbox"/>	Joanne Cosson Domestic
18/09/2024	BACS	128.00		128.00		R <input checked="" type="checkbox"/>	Rother District Council
18/09/2024	BACS	111.06		111.06		R <input checked="" type="checkbox"/>	Mrs J Scarff
18/09/2024	BACS	172.80			172.80	<input type="checkbox"/>	Uniserve (South East) Ltd
18/09/2024			130.00	130.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/09/2024	BACS	378.00		378.00		R <input checked="" type="checkbox"/>	PKF Littlejohn
19/09/2024	BACS	338.40		338.40		R <input checked="" type="checkbox"/>	1066 Fire & Security
23/09/2024	SO	1,150.00		1,150.00		R <input checked="" type="checkbox"/>	Clerk
26/09/2024	DD	65.28		65.28		R <input checked="" type="checkbox"/>	Uniserve (South East) Ltd
30/09/2024	DD	23.44		23.44		R <input checked="" type="checkbox"/>	Eslip Payroll
30/09/2024	DDR	18.00		18.00		R <input checked="" type="checkbox"/>	Unity Trust Bank
30/09/2024	DD	159.99		159.99		R <input checked="" type="checkbox"/>	Utility Warehouse Ltd
		<u>23,514.50</u>	<u>3,501.29</u>				

**Signatory 1:**

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

**Signatory 2:**

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

## Unity Trust Bank

## List of Payments made between 01/09/2024 and 30/09/2024

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
18/09/2024	AB Fire & Security	BACS	86.40	Check screens	Inv 368051
18/09/2024	Wildwood of Mayfield Ltd	BACS	5,663.88	Balance Decking	Inv 2745
18/09/2024	Hannington Gilbert	BACS	14,776.63	Decarbonisation proj	Interim inv 32283
18/09/2024	Play Inspection Co	BACS	108.30	Playground Inspectio	Inv 70987
18/09/2024	Geosphere Ltd	BACS	84.00	Inv 21UG029- 0008	Parish Online
18/09/2024	Joanne Cosson Domestic	BACS	157.50	Inv 13- 24	Pavilion Cleaning
18/09/2024	Rother District Council	BACS	128.00	Inv 86797834	newsletter print
18/09/2024	Mrs J Scarff	BACS	111.06		Expenses

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**Total Payments**      21,115.77