

Telephone 07725 843 505

Email ninfieldpc@btinternet.com

Website <http://ninfield.webplus.net/index.html>

10th November 2022

I hereby give you notice that you are summoned to attend the Finance Committee meeting at Ninfield Methodist Hall on Thursday 17th November 2022 at 7pm when it is proposed to transact the following business.

Jackie Scarff, Clerk & RFO

BUSINESS TO BE TRANSACTED

- 1. The Chairman's welcome.**
- 2. Apologies and reasons for absence in accordance with the LGA 1972 S85(1)**
- 3. a) Disclosure of Interests**
In accordance with the Localism Act 2011 and the Council's Code of Conduct, to receive any disclosure by Members of 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.
- b) To Consider the granting of Dispensations if requested**
- 4. Minutes of previous meeting** to be considered for approval and signed as a true record. The Meeting of the Finance Committee 23rd June 2022.
- 5. To suspend the Standing Orders and allow public participation on matters on the agenda at the chairman's discretion.**
- 6. 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.'
- 7. To receive a request from NVS for a grant of £500 towards the upkeep of Church Woods.**
- 8. To receive the monthly statement of accounts to 31st October 2022.**
- 9. To receive the bank reconciliation and corresponding bank statement to 31st October 2022.**
- 10. To consider for approval a list of payments to be made for invoices received.**

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10th November 2022

11. To receive an update on the budget to date and agree any virements required.
12. To review the current EMR and agree any actions required.
13. To consider the proposed budget to be recommended to Full council for the forthcoming year 2023/24 and agree any changes required.
14. To consider a proposal to recommend to full council that the committee budgets agreed be delegated to the relevant committee for spend, monitoring and reporting to the finance committee meeting.
15. To receive the councils Risk Assessment policy and agree any changes required.
16. In accordance with the committees' terms of reference, to discuss any other relevant matters, including items for the next agenda, and agree any actions required.
 1. Planning application [WD/2022/2911/F](#)
Proposed New Vehicular Access, Parking And Turning Area To Serve Holiday Let.
New House Barn, Lower Street, Ninfield, TN33 9EA
17. To note that the next Council meeting is Full Council 15th December 2022, 7pm at Ninfield Methodist Hall.

Circulation to all Councillors of the Finance Committee.

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.

Your Account Statement



Mrs Jackie Scarff
Ninfield Parish Council
The Red House
Lower Street
Battle
TN33 9ED

Unity Trust Bank
PO Box 7193,
Planetary Road,
Willenhall,
WV1 9DG

0345 140 1000

Date: 31/10/2022

Account Name: Ninfield Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20414524

Your arranged overdraft limit is £0.00

Contact Us

 Call us: **0345 140 1000**

 Email us: **us@unity.co.uk**

 Visit us: **unity.co.uk**

Switch to paperless statements

As part of our commitment to sustainability, you can choose to receive online statements and we'll notify you by email when they're available. If you haven't already switched to paperless statements visit <https://www.unity.co.uk/online-statements/>.



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/09/2022		Balance brought forward	£0.00	£0.00	£186,829.99
03/10/2022	Credit	NINFIELD BONFIRE C	£0.00	£5.00	£186,834.99
17/10/2022	Direct Debit	Direct Debit (BEAMING LIMITED)	£152.34	£0.00	£186,682.65
24/10/2022	Credit	WEALDEN DISTRICT COUNCIL	£0.00	£6,645.82	£193,328.47

Bank with us.
Bank on us.

Page number 1 of 3

Statement number 046

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
25/10/2022	Standing Order	S/O to: SJ GUARD	£120.00	£0.00	£193,208.47
26/10/2022	Faster Payment Debit	B/P to: PKF Littlejohn LLP	£360.00	£0.00	£192,848.47
26/10/2022	Faster Payment Debit	B/P to: Smith of Derby Ltd	£261.60	£0.00	£192,586.87
26/10/2022	Faster Payment Debit	B/P to: J Scarff	£1,455.92	£0.00	£191,130.95
26/10/2022	Faster Payment Debit	B/P to: S J Guard	£60.14	£0.00	£191,070.81
26/10/2022	Faster Payment Debit	B/P to: WDALC	£22.00	£0.00	£191,048.81
26/10/2022	Faster Payment Debit	B/P to: Mrs KVZ Crittall	£80.50	£0.00	£190,968.31
26/10/2022	Faster Payment Debit	B/P to: JS Fire Protection	£80.40	£0.00	£190,887.91
26/10/2022	Faster Payment Debit	B/P to: Hannington Gilbert	£232.00	£0.00	£190,655.91
26/10/2022	Faster Payment Debit	B/P to: UK Power Networks	£1,227.60	£0.00	£189,428.31
26/10/2022	Transfer	HOOE PARISH COUNCI	£0.00	£49.00	£189,477.31
28/10/2022	Direct Debit	Direct Debit (CASTLE WATER LTD)	£4.37	£0.00	£189,472.94
31/10/2022	Standing Order	S/O to: JACKIE SCARFF	£930.00	£0.00	£188,542.94

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – [unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)

A copy of our fees and charges can be found on our website – <https://www.unity.co.uk/terms-and-conditions/>

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

**Bank with us.
Bank on us.**

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**Bank Reconciliation Statement as at 30/11/2022
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 Bank Current account	31/10/2022		188,542.94
			<u>188,542.94</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
17/11/2022 DD Beaming Ltd		152.34	
18/11/2022 BACS HMRC		656.00	
18/11/2022 BACS Astbury Windows Ltd		78.00	
18/11/2022 BACS J S Fire Protection		117.60	
18/11/2022 BACS Eslip Payroll		122.16	
18/11/2022 BACS Eslip Payroll		20.36	
18/11/2022 BACS Hannington Gilbert		238.00	
18/11/2022 BACS Foxhill Tree Services		334.80	
18/11/2022 BACS Orchard Landscapes Ltd		3,057.20	
18/11/2022 BACS Top Lawn Ltd		32.78	
25/11/2022 SO Mrs S Guard		120.00	
			<u>4,929.24</u>
			183,613.70
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			183,613.70
		Balance per Cash Book is :-	183,613.70
		Difference is :-	0.00

Annual Budget - By Centre

Note: Projected spend v budget for year ending 31 March 2023

	<u>Last Year 2021/22</u>		<u>Current Year 2022/23</u>				<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
100	General Income									
1076	Precept	62,950	62,950	60,950	60,950	60,950	0	0	0	0
1090	Interest Received	0	0	0	0	0	0	0	0	0
1100	Grants & Donation Received	0	5,808	0	0	0	0	0	0	0
1981	CIL Money Received	0	0	0	101,392	101,392	0	0	0	0
1982	Peppercorn rents	0	0	0	5	40	0	0	0	0
	Total Income	62,950	68,758	60,950	162,347	162,382	0	0	0	0
	Movement to/(from) Gen Reserve	62,950	68,758	60,950	162,347	162,382	0	0	0	0
110	Administration									
4000	Staff Salary	12,226	11,516	12,500	7,149	12,500	0	0	0	0
4030	PAYE and NI	2,770	2,307	3,000	2,659	3,500	0	0	0	0
4050	Staff Office allowance	504	504	504	294	504	0	0	0	0
4070	Staff other Expenses	0	220	0	0	0	0	0	0	0
4080	Training	250	473	250	0	0	0	0	0	0
4090	Councillor's Allowance	1,400	0	1,000	0	0	0	0	0	0
4091	Chairmans Allowance	0	0	200	0	0	0	0	0	0
4100	Bank Charges	0	104	110	36	105	0	0	0	0
4110	Audit Fees	600	645	650	439	650	0	0	0	0
4120	Professional Fees	8,000	7,043	9,000	5,563	9,000	0	0	0	0
4130	Subscriptions & Memberships	600	575	600	512	700	0	0	0	0
4140	Insurance	1,500	1,218	1,500	1,681	1,681	0	0	0	0
4150	Stationery	600	188	500	53	150	0	0	0	0
4170	Phone	120	100	120	0	120	0	0	0	0

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Annual Budget - By Centre

Note: Projected spend v budget for year ending 31 March 2023

	<u>Last Year 2021/22</u>		<u>Current Year 2022/23</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4190 IT hardware	0	652	200	0	200	0	0	0	0
4200 Grants Paid	3,000	18,179	500	0	500	0	0	0	0
4210 Section 137 Expenditure	50	38	50	90	140	0	0	0	0
4220 Elections	500	0	500	0	0	0	0	0	0
4230 Village Clock	400	212	400	218	400	0	0	0	0
4240 Publicity	1,000	0	1,000	0	1,000	0	0	0	0
4260 Hall Hire	200	75	240	50	120	0	0	0	0
4280 Neighbourhood Development Plan	3,000	5,573	3,000	423	3,000	0	0	0	0
4530 WIFI, Email & software	1,380	1,517	2,000	1,091	2,000	0	0	0	0
4980 Entertainment	0	0	0	81	80	0	0	0	0
	Overhead Expenditure	38,100	51,139	37,824	20,338	36,350	0	0	0
6000 plus Transfer from EMR	0	14,929	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(38,100)	(36,210)	(37,824)	(20,338)	(36,350)	0		
120 Amenities									
4400 Grass Cutting	12,500	8,512	13,000	8,369	13,000	0	0	0	0
4410 Trees	1,500	0	1,500	328	1,500	0	0	0	0
4420 Litter/Dog Bins	3,200	2,340	3,300	2,340	3,300	0	0	0	0
4430 Maintenance	3,000	2,183	1,000	0	1,000	0	0	0	0
4440 Guide Posts	1,000	0	1,000	0	1,000	0	0	0	0
4450 Bus Shelters	55	55	55	58	58	0	0	0	0
4460 Car Park	600	0	600	0	600	0	0	0	0
4470 Open Space	1,000	0	1,000	0	1,000	0	0	0	0
	Overhead Expenditure	22,855	13,090	21,455	11,095	21,458	0	0	0

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Annual Budget - By Centre

Note: Projected spend v budget for year ending 31 March 2023

		<u>Last Year 2021/22</u>		<u>Current Year 2022/23</u>			<u>Next Year</u>			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(22,855)</u>	<u>(13,090)</u>	<u>(21,455)</u>	<u>(11,095)</u>	<u>(21,458)</u>		<u>0</u>		
130	<u>Sparkes Pavilion</u>									
1980	Sports Club Hire Sparkes	0	220	1,400	829	1,400	0	0	0	0
Total Income		<u>0</u>	<u>220</u>	<u>1,400</u>	<u>829</u>	<u>1,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
4430	Maintenance	500	142	1,000	431	1,000	0	0	0	0
4500	Water	800	496	700	332	700	0	0	0	0
4510	Electricity	750	664	750	0	1,200	0	0	0	0
4520	Cleaners	1,500	1,440	1,500	960	1,500	0	0	0	0
4525	Supplies Sparkes cleaning etc	0	31	100	0	250	0	0	0	0
Overhead Expenditure		<u>3,550</u>	<u>2,774</u>	<u>4,050</u>	<u>1,723</u>	<u>4,650</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(3,550)</u>	<u>(2,554)</u>	<u>(2,650)</u>	<u>(894)</u>	<u>(3,250)</u>		<u>0</u>		
135	<u>Ninfield Woods</u>									
4445	Noticeboards	0	0	0	121	150	0	0	0	0
Overhead Expenditure		<u>0</u>	<u>0</u>	<u>0</u>	<u>121</u>	<u>150</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>0</u>	<u>0</u>	<u>0</u>	<u>(121)</u>	<u>(150)</u>		<u>0</u>		
140	<u>Playground</u>									
4600	Inspection Fees	150	139	150	260	320	0	0	0	0
Overhead Expenditure		<u>150</u>	<u>139</u>	<u>150</u>	<u>260</u>	<u>320</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(150)</u>	<u>(139)</u>	<u>(150)</u>	<u>(260)</u>	<u>(320)</u>		<u>0</u>		

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Annual Budget - By Centre

Note: Projected spend v budget for year ending 31 March 2023

		<u>Last Year 2021/22</u>		<u>Current Year 2022/23</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
150	<u>Projects</u>									
4430	Maintenance	0	0	0	1,023	3,500	0	0	0	0
	Overhead Expenditure	0	0	0	1,023	3,500	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	(1,023)	(3,500)		0		
160	<u>Neighbourhood Plan</u>									
4280	Neighbourhood Development Plan	0	845	0	0	0	0	0	0	0
	Overhead Expenditure	0	845	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(845)	0	0	0		0		
	Total Budget Income	62,950	68,978	62,350	163,176	163,782	0	0	0	0
	Expenditure	64,655	67,987	63,479	34,561	66,428	0	0	0	0
	Net Income over Expenditure	-1,705	991	-1,129	128,615	97,354	0	0	0	0
	plus Transfer from EMR	0	14,929	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(1,705)	15,920	(1,129)	128,615	97,354		0		

Time: 10:15

Bank Reconciliation up to 30/11/2022 for Cashbook No 3 - Lloyds Current

<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>
30/11/2022			0.10	0.10		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>0.10</u>				

**Bank Reconciliation Statement as at 30/11/2022
for Cashbook 4 - Lloyds Credit Card**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Credit Card	14/10/2022		-50.39
			<hr/> -50.39
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			-50.39
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			-50.39
		Balance per Cash Book is :-	-50.39
		Difference is :-	0.00

Time: 10:44

Bank Reconciliation up to 30/11/2022 for Cashbook No 4 - Lloyds Credit Card

<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>
15/09/2022	CC	36.00		36.00		R <input type="checkbox"/>	Land Registry
15/09/2022	CC	-6.00		-6.00		R <input type="checkbox"/>	Land Registry
28/09/2022	September		967.76	967.76		R <input type="checkbox"/>	Receipt(s) Banked
11/10/2022	CC	6.00		6.00		R <input type="checkbox"/>	Giff Gaff
30/11/2022	CC	14.39		14.39		R <input type="checkbox"/>	Zoom Video Comm Ltd
		<u>50.39</u>	<u>967.76</u>				

Ninfield Parish Council
 THE RED HOUSE
 LOWER STREET
 NINFIELD
 TN33 9ED

Your Account

Sort Code 30-97-66
Account Number 01272152

TREASURERS ACCOUNT

01 October 2022 to 31 October 2022

Money In	£0.10	Balance on 01 October 2022	£77,358.21
Money Out	£50.39	Balance on 31 October 2022	£77,307.92

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
10 Oct 22	INT (GROSS) T/FER FROM 976602966522		0.10		77,358.31
31 Oct 22	BUSINESS CRDT CD 5328650001355599	DD		50.39	77,307.92

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			