

Telephone 07725 843 505

Email Clerk@ninfieldpc.co.uk

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

10/12/2022

I hereby give you notice that you are summoned to attend the Full Parish Council meeting on Thursday 15th December 2022 at 7pm at the Methodist Hall when it is proposed to transact the following business.

Signed

Jackie Scarff, Clerk & RFO

- 1. Chairman's welcome**
- 2. a) To receive reports from the County and District Cllrs and any questions on these reports.**
**b) To receive reports from
Schools
Church**
- 3. Public Questions**
Ten minutes are available for the Public to express a view or ask a question on **relevant matters on the following agenda.**
Members of the public are welcome and encouraged to stay and observe the rest of the meeting.
- 4. To receive and accept apologies** and reasons for absence in accordance with the Local Government Act 1972 S 85 (1).

To consider, with the recommendation to approve, the apologies from Cllr Langley of non-attendance due to illness and waive the six month rule until 28th April 2023.
- 5. Disclosure of Interests**
In accordance with the Localism Act 2011 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.
- 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 or other special reason (to be specified) of the business to be transacted.'
- 7. Minutes of previous meeting** to be considered for approval and signed as a true record.
The Full Council Meeting of the Full Council 20th October 2022

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8. Business to be transacted.

- a) To hear an update on the neighbourhood plan and agree any actions required.
To consider proposed recommendations for approval
- b) To hear a report regard Parish Groups meeting and agree any actions required.
- c) To consider whether to write a letter to local residents regarding the status of social housing in the village.
- d) To receive reports from Parish Councillors including those requiring actions.
- e) Finance Matters
 - i. To receive the Statement of Accounts to 30th November 2022 for noting.
- f)
 - ii. To receive a report detailing the bank balances to 30th November 2022 for noting.
 - iii. To receive the report from the half year Audit from the internal auditors and agree any actions required.
- g)
 - iv. To receive and agree payment of the schedule of invoices.
- h)
 - v. To Consider the proposed budget for the forthcoming year and agree any actions required.
 - vi. To consider the proposed precept to levy on the District Council.

9. Date of next meeting.

To note the date of the next meeting is The Finance committee Meeting Thursday 16th February, 7pm at the Methodist Hall.

To note the date of the next Full Council meeting Thursday 16th March, 7pm at the Methodist Hall.

10. Correspondence – to note for possible inclusion on next agenda

Circulation to all Councillors.

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.

Briefing Note for Full Council Meeting 15th December 2022.

Item 4

To consider, with the recommendation to approve, the apologies from Cllr Langley of non-attendance due to illness and waive the six month rule until 28th April 2023.

Section 85 (1) of the Local Government Act 1972 requires a member of a Local Authority to attend at least one meeting of that Authority within a six month consecutive period, in order to avoid being disqualified as a Councillor. This requirement can be waived and the time limit extended if any failure to attend was due to a reason approved by the Authority in advance of the six month period expiring.

Unfortunately, Cllr Langley has not been able to attend any council or committee meeting since the Council Meeting 28th July 2022. A formal request has therefore been made for an extension to the six month rule to be approved in her respect.

The Council can only consider approval of any reasons for non-attendance before the end of the relevant six month period which will be 28th January 2023 and we do not have a meeting in January. This is the final Council Meeting at which approval could be sought for an extension of the time limit.

The Council is asked to approve Cllr Langley's non-attendance at meetings of the authority due to ill health for the period up to 28th April 2023 pursuant to Section 85 (1) of the Local Government Act 1972.

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: 30/11/2022

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**

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/10/2022		Balance brought forward	£0.00	£0.00	£188,542.94
15/11/2022	Direct Debit	Direct Debit (BEAMING LIMITED)	£152.34	£0.00	£188,390.60
22/11/2022	Cheque Debit	Cheque 300003	£10.00	£0.00	£188,380.60
25/11/2022	Standing Order	S/O to: SJ GUARD	£120.00	£0.00	£188,260.60

Bank with us.
Bank on us.

Page number 1 of 3

Statement number 047

Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
28/11/2022	Direct Debit	Direct Debit (CASTLE WATER LTD)	£4.37	£0.00	£188,256.23
30/11/2022	Standing Order	S/O to: JACKIE SCARFF	£930.00	£0.00	£187,326.23

Bank with us.
Bank on us.

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	30/11/2022		187,326.23
			<hr/> 187,326.23
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
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	
			<hr/> 4,656.90
			182,669.33
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			182,669.33
		Balance per Cash Book is :-	182,669.33
		Difference is :-	0.00

Time: 17:54

Bank Reconciliation up to 30/11/2022 for Cashbook No 1 - Unity Bank current Bank A/c

<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>
15/11/2022	DD	152.34		152.34		<input checked="" type="checkbox"/>	Beaming Ltd
18/11/2022	BACS	334.80			334.80	<input type="checkbox"/>	Foxhill Tree Services
18/11/2022	BACS	3,057.20			3,057.20	<input type="checkbox"/>	Orchard Landscapes Ltd
18/11/2022	BACS	32.78			32.78	<input type="checkbox"/>	Top Lawn Ltd
18/11/2022	BACS	656.00			656.00	<input type="checkbox"/>	HMRC
18/11/2022	BACS	78.00			78.00	<input type="checkbox"/>	Astbury Windows Ltd
18/11/2022	BACS	117.60			117.60	<input type="checkbox"/>	J S Fire Protection
18/11/2022	BACS	122.16			122.16	<input type="checkbox"/>	Eslip Payroll
18/11/2022	BACS	20.36			20.36	<input type="checkbox"/>	Eslip Payroll
18/11/2022	BACS	238.00			238.00	<input type="checkbox"/>	Hannington Gilbert
22/11/2022	chq 300003	10.00		10.00		<input checked="" type="checkbox"/>	Wave Bank
25/11/2022	SO	120.00		120.00		<input checked="" type="checkbox"/>	Mrs S Guard
28/11/2022	DD	4.37		4.37		<input checked="" type="checkbox"/>	Castle Water Ltd
30/11/2022	BACS	930.00		930.00		<input checked="" type="checkbox"/>	Clerk
		<u>5,873.61</u>	<u>0.00</u>				

Time: 18:22

Bank Reconciliation up to 30/11/2022 for Cashbook No 5 - Wave 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>
22/11/2022	chq 300003		10.00	10.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>10.00</u>				

Time: 18:22

Bank Reconciliation up to 30/11/2022 for Cashbook No 5 - Wave 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>
22/11/2022	chq 300003		10.00	10.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>10.00</u>				

Time: 12:12

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>
26/10/2022	CC	355.43		355.43		R <input type="checkbox"/>	EDF Electricity
31/10/2022	Oct CC		50.39	50.39		R <input type="checkbox"/>	Receipt(s) Banked
02/11/2022	CC	234.00		234.00		R <input type="checkbox"/>	SLCC
02/11/2022	CC	40.81		40.81		R <input type="checkbox"/>	Amazon EU S.a r.l uk branch
02/11/2022	CC	5.99		5.99		R <input type="checkbox"/>	Amazon Services Europe S.a.r.l
02/11/2022	CC	-40.81		-40.81		R <input type="checkbox"/>	Amazon EU S.a r.l uk branch
02/11/2022	CC	-5.99		-5.99		R <input type="checkbox"/>	Amazon Services Europe S.a.r.l
02/11/2022	CC	47.98		47.98		R <input type="checkbox"/>	Amazon Services Europe S.a.r.l
11/11/2022	CC	6.00		6.00		R <input type="checkbox"/>	Giff Gaff
13/11/2022	CC	14.39		14.39		R <input type="checkbox"/>	Zoom Video Comm Ltd
		<u>657.80</u>	<u>50.39</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	14/11/2022		-657.80
			<hr/> -657.80
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			-657.80
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			-657.80
		Balance per Cash Book is :-	-657.80
		Difference is :-	0.00