

HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 12th February 2019
at 7.30 pm in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Parish Clerk 6 February 2019

Members of the public are encouraged to come to the meetings and there is an opportunity for them to address the Council relating to the non-confidential items on the published agenda.

AGENDA

1. APOLOGIES

- 1.1 To Accept Apologies for Absence.

2. DECLARATIONS OF INTEREST

- 2.1 Disclosure by Councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.

3. MINUTES

- 3.1 To accept the minutes of the:

Parish Council meeting 8th January 2019

Extraordinary Parish Council meeting 23rd January 2019

4. PUBLIC PARTICIPATION

*Up to fifteen minutes will be available to allow for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with Standing Orders.*

5. MINUTES

To accept the following Minutes

- 5.1 **Planning Committee** – To agree the minutes for the 10th January and the 14th January 2019 and the 4th February 2019 (for noting)
- 5.2 **Policy Resources & Communications** for 15th January 2019 (for noting)
- 5.3 **Grounds & Environment Committee** 24th January 2019 (for noting)

6. FINANCE

- 6.1 To approve the Financial Report and authorise the list of payments in the sum of £14,070.65 for the period ending 31/12/2018 set out in (**Appendix 1.**)

7. REPORTS

- 7.1 District Councillors' Report
- 7.2 County Councillor Report
- 7.3 Rail Matters (oral report, Leslie Campbell)
- 7.4 Youth Initiatives

7.5 Police matters

7.6 Report from Councillors on meetings of outside bodies where the Council is represented.

8. CHAIRMAN'S REPORT

8.1 Verbal update

9 CLERK'S REPORT

9.1 **Earmarked Reserves** Council on the 8th January 2019 (PC18/83.1) resolved to consider allocating additional funds from General Reserves to Earmarked Reserves to support the Councils current and emerging priorities. It was agreed that Policy Resources & Communications Committee (PRC18/38.4) and Grounds & Environment Committee (GE18/102) should identify potential projects which they would wish to support which would be brought back to Council for consideration. Appendix 2 summarises the respective committee's proposals. Members are requested to consider these proposals set out in '**bold**' and determine whether to approve these allocations.

10. **Urgent Matters** at the discretion of the Chairman for noting and/or inclusion on a future agenda.

11. To note that the date of the next Council meeting is **Tuesday 12th March 2019**

EXCLUSION OF PUBLIC AND PRESS

In view of the confidential nature of the business about to be transacted Councillors will be referred to the Confidential Agenda. If any members of the public or press are in attendance they will be requested to withdraw from the meeting in the public interest.

12. FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting

Please Note

All members of the public are welcome to attend to attend meetings of the Parish Council and its Committees.

Item 4 – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting.

It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda

Hassocks Parish Council 2018/19				
Current Bank A/C 2114				
List of Payments made between 01/12/2018 and 31/12/2018 (incl VAT)				
Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
11/12/2018	Void Cheque	5922	0.00	void cheque
20/12/2018	HMRC/PAYE	5924	1983.62	PAYE/NI December 18
17/12/2018	Bee Clean (Southern) Ltd	5925	169.20	Pavilion Cleaning Dec
10/12/2018	Foster Landscapes Ltd	5926	42.00	Safety Inspections Nov
10/12/2018	Mark Mulberry	5927	334.44	18/19 Interim Audit Fees
13/12/2018	G Jeffcott	5928	90.00	Park Repairs
18/12/2018	Quality Office Supplies Sussex	5929	8.92	Cleaning products Pav
18/12/2018	Trigger Solutions	5930	48.00	Website/email support
20/12/2018	Beacon Fencing Ltd	5931	322.68	Materials for RemGdn
20/12/2018	James Wilson Tree Care	5932	700.00	Tree work Rem Gdn
11/12/2018	Tracy Bates	BACS	75.27	Hospitality reimburse
11/12/2018	Sports and Play Consulting Ltd	BACS	1250.00	Skatepark Consult. Phase1
11/12/2018	WSSC Pension Fund	BACS	2199.56	Dec18 Pension Cont
20/12/2018	Total December Salaries	5923/BACS	6057.62	December 18 Salaries
05/12/2018	Barclays Bank	BARCLAYS	30.34	Bank Fees 15.10-12.11.18
31/12/2018	British Gas	D/D	55.39	P/O Gas 8 Nov-11 Dec 18
17/12/2018	British Telecom	D/D	129.67	P/O Telephone Dec
28/12/2018	Castle Water	D/D	10.69	P/Office Water D/D Dec
28/12/2018	Castle Water	D/D	20.25	Pavilion water D/D Dec
03/12/2018	edf energy	D/D	205.00	Pavilion elec. D/D Dec
03/12/2018	edf energy	D/D	72.00	P/O electricity D/D Dec
03/12/2018	Mid Sussex District Council	D/D	265.00	Busines Rates Dec
03/12/2018	Southeast water	D/D	1.00	Allot Water D/D December
	Total Expenditure		14070.65	
	Signed.....			
	Date.....			

Hassocks Parish Council 2018/19

Summary Bank Reconciliation Statement as at 10/01/2019
for Cashbook 1 - Current Bank A/C 2114

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/C 2114	31/12/2018	2	£20,060.32
			£20,060.32
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		£9,652.48	
			£9,652.48
			£10,407.84
<u>Receipts not Banked/Cleared (Plus)</u>			
		£0.00	
			£0.00
			£10,407.84
		Balance per Cash Book is :-	£10,479.84
		Difference Excluding Adjustments is :-	-£72.00
<u>Adjustments to Reconciliation</u>			
19/12/2018	adj 5902 Duplicate entry on statement	-£72.00	
			-£72.00
		Unreconciled Difference is :-	£0.00

10/01/2019

Hassocks Parish Council 2018/19

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Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	183,779.58	211,488.65	
Total Receipts / Payments	183,779.58	211,488.65	<u>Closing Trial Balance</u>
Opening Balance	38,188.91		
Closing Balance		10,479.84	10,479.84
	<u>221,968.49</u>	<u>221,968.49</u>	

Date: 02/01/2019

Hassocks Parish Council 2018/19

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Time: 13:19

Bank Reconciliation Statement as at 02/01/2019
for Cashbook 2 - Tracker A/C 3548

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Tracker A/C 3548	28/12/2018	1	448,038.76
			<u>448,038.76</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			448,038.76
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			448,038.76
		Balance per Cash Book is :-	448,038.76
		Difference is :-	0.00

02/01/2019

Hassocks Parish Council 2018/19

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Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	277,434.15	150,000.00	
Total Receipts / Payments	277,434.15	150,000.00	Closing Trial Balance
Opening Balance	320,604.61		
Closing Balance		448,038.76	<u>448,038.76</u>
	<u>598,038.76</u>	<u>598,038.76</u>	

Bank Reconciliation Statement as at 10/01/2019
for Cashbook 3 - Business Saver 3

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Saver 2514	31/12/2018	1	85.40
			<u>85.40</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			85.40
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			85.40
		Balance per Cash Book is :-	85.40
		Difference is :-	0.00

10/01/2019

Hassocks Parish Council 2018/19

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Receipts and Payments Summary - Cashbook 3

Business Saver 3

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	0.12	0.00	
Total Receipts / Payments	0.12	0.00	Closing Trial Balance
Opening Balance	85.28		<u> </u>
Closing Balance		85.40	<u>85.40</u>
	<u>85.40</u>	<u>85.40</u>	

10/01/2019

Hassocks Parish Council 2018/19

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Receipts and Payments Summary - Cashbook 4

Business Saver 2

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Receipts / Payments	0.00	0.00	Closing Trial Balance
Opening Balance	0.05		<hr/>
Closing Balance		0.05	0.05
	<hr/>	<hr/>	
	0.05	0.05	
	<hr/>	<hr/>	

EARMARKED RESERVES

APPENDIX 2

<u>DESCRIPTION</u>	<u>CURRENT ALLOCATION</u> <u>04/02/19</u>	<u>PR&C ADDITIONAL PROPOSAL</u> <u>(15/1/19)</u>	<u>G & E ADDITIONAL PROPOSAL</u> <u>(24/1/19)</u>	<u>REVISED ALLOCATION</u>	
Hassocks Trading Association	500	0	0	500	Unchanged
Village Sign	3,000	0	0	3,000	Unchanged
Park Development scheme (Masterplan)	159,010	22,500	26,900	185,910	** a Increased + £26,900
Tree Planting Initiative	3,688	0	0	3,688	Unchanged
Youth Project	5,000	0	0	5,000	Unchanged
Amphitheatre	10,000	0	0	10,000	Unchanged
Burial Ground	2,400	1,100	1,100	3,500	Increased + £1,100
Bus Shelter Replacement	10,000	0	0	10,000	Unchanged
Repairs Fund	10,500	6,000	8,000	18,500	** b Increased + £8,000
Legal / Land Transfer	8,000	0	0	8,000	Unchanged
Operation Watershed (External grant funding)	15,433	0	0	15,433	Unchanged
Parish acoustics (new)	0	3,000	3,000	3,000	New Increased + £3,000
PROW Improvements (new)	0	6,000	6,000	6,000	New Increased +£6,000
Allocations	227,531	38,600	45,000	272,531	

a** , b** higher allocation proposed by G & E Committee – on this basis together with the other additions equates to the available General Reserves to be allocated to Earmarked Reserves.