

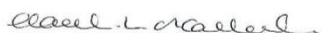
THE COMMON PARISH COUNCIL OF SUTTON & BARLAVINGTON

MEMBERS OF THE COMMON PARISH OF SUTTON & BARLAVINGTON ARE HEREBY SUMMONED TO THE FULL COUNCIL
MEETING OF THE COMMON PARISH OF SUTTON & BARLAVINGTON ON
WEDNESDAY 4 JULY 2018 AT 7.30 PM IN SUTTON CHURCH

AGENDA

1. Apologies for Absence
Apologies received in advance from Cllr Brown
2. Code of Conduct
Declaration of Members' disclosable pecuniary interests and other interests on items included on the Agenda.
3. Approval of Minutes of meeting held on 2nd May 2018
4. Update on matters carried forward from previous meeting:
 - a) Village archive
 - b) Website Update
 - c) Noticeboards
 - d) Removal of the sign outside White Horse
 - e) Option to Co-opt additional Councillors
5. County Councillor Report (10 Minutes)
6. District Councillor Report (10 Minutes)
7. Highways and Footpaths & Village Maintenance Update
 - a) Village Tidy Up
8. Winter Maintenance Update
9. GDPR Update
10. Planning Update
See attachment for full list of applications/decisions
11. Consultations
 - a) West Sussex Schools Consultation. Email sent 1/6/18
 - b) Update on pre-submission of SDNP local plan. Email sent 8/5/18
 - c) Findings of Joint Mineral Plan consultation. Email sent 13/6/18
 - d) CDC local transport plan. Email sent 20/6/18
12. Correspondence
 - a) Southern Water Survey. Email sent 24/5/18
 - b) Robert Eitel re adding of cookies to website. Email sent 29/5/18
 - c) Velo South 2018 update email. Email sent 8/6/18
13. Finance
 - a) To note receipts and approve any payments and Clerk's salary and expenses – **attached**
 - b) To approve Bank Reconciliation, Income, and Expenditure Report – **attached as Appendix 1 & 2**
14. Matters arising not dealt with on the Agenda
15. Public Questions (10 Minutes)
16. Any other matters for information only
17. Date of next Meeting – 5th September 2018 at 7.30pm in the Village Hall

Signed:



Hannah-Louise O'Callaghan, Clerk to the Common Parish Council of Sutton & Barlavington
suttonbarlav@gmail.com
26 June 2018

HL O'Callaghan
Clerk & RFO

Clerk Salary and Expenses

Clerks Salary 1 – 30th June 2018

Net Salary @£12.01 per hour £468.39

Clerks Salary 1- 31st July 2018

Net Salary @£12.01 per hour £468.39

Paid by Standing Order on last working day of the month

Clerks Expenses Paid after the meeting by cheque

Date Paid	Detail	Reason	Cost ex VAT (£)	VAT (£)	Cost inc VAT (£)
23/5/18	Mileage	Mileage to PC meeting (May) 9 miles @ 45 pence per mile	4.05	0	4.05
2/5/18	Mileage	Mileage to Annual Parish Meeting on 23/5/18 @45 pence per mile per trip	4.05	0	4.05
2/5/18	Working from home allowance (May)	As per contract	18.00	0	18.00
2/5/18	Working from home allowance (June)	As per contract	18.00	0	18.00
2/5/18	Refreshments	Purchase of refreshments for APM on 23/5/18	58.63	0	58.63
Total			102.73	0	102.73

THE COMMON PARISH OF SUTTON & BARLAVINGTON

BANK RECONCILIATION

27-Jun-18

RECEIPTS & PAYMENTS

Balance brought forward as at 31/03/2018	£8,557.74
Add Total Receipts	3728.69
Uncleared March 2018 salary paid in April finances	
Less Total Payments	(2,927.32)
TOTAL	£9,359.11

BANK	
Natwest as @ 20/6/18	1,295.48
Natwest as @ 20/6/18	8,063.63
Plus Uncleared Deposits	
TOTAL	£9,359.11

Appendix 2 – Income and Expenditure Report

THE COMMON PARISH OF SUTTON & BARLAVINGTON				
FINANCIAL REPORT 4th JULY 2018				
RECEIPTS: 30 April - 30 June				
DATE	REF	PAYER	DESCRIPTION	AMOUNT
30/04/2018	Interest	Natwest	Monthly Interest	0.35
31/05/2018	Interest	Natwest	Monthly Interest	0.34
				0.69
PAYMENTS: 30 April - 30 June 2018				
DATE	CHEQUE NO/ONLINE	PAYEE	DESCRIPTION	AMOUNT
04/05/2018	online	Dallyn & Sons	Ditch Clearing	1020
31/05/2018	online	HL O'Callaghan	Clerk Salary - May	468.39
08/06/2018	online	Came&Co	Insurance	418.08
04/07/2018		Chi Payroll	May Payroll	10
04/07/2018		HL O'Callaghan	APM Expenses	58.63
04/07/2018		HL O'Callaghan	Mileage	8.1
04/07/2018		HL O'Callaghan	Clerk Home Office Allowance (Ma	36
30/06/2018	online	HL O'Callaghan	Clerk Salary - June	468.39
04/07/2018		Chi Payroll	June Payroll	10
				2497.59