

## HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 10<sup>th</sup> January 2017 at  
**7.30 pm** in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Colin Hunt  
Locum Parish Clerk

### 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 meetings held on 13<sup>th</sup> and 19<sup>th</sup> December 2016

#### 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** 3<sup>rd</sup> January 2017 (For noting only)

#### 6. FINANCE

- 6.1 To approve the Financial Report and authorise the list of payments for November 2016. (Appendix 1)

#### 7. REPORTS

- 7.1 Police Report  
7.2 District Councillors' Report  
7.3 County Councillor Report  
7.4 Rail Matters (Oral report, Cllr Peter Gibbons)  
7.5 Youth Matters update (Oral report, Cllr Justine Fisher)  
7.6 Report from Councillors on Outside Bodies where the Council is represented.

8. CHAIRMAN'S REPORT

9. CLERK'S REPORTS

9.1 COMMITTEE MEMBERSHIP

Following the co-option of Cllr Chris Hobbs, Council may wish to review and alter its Committees memberships as it deems necessary.

Council is requested to determine this matter.

10. URGENT MATTERS

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

**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.

11 RECRUITMENT OF NEW CLERK

A Second round of interviews for the vacant post of Clerk was held on the 4<sup>th</sup> January 2017 and the Chair of the interview panel will provide an update on this matter.

**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

# Appendix 1

Hassocks Parish Council 2016/17				
List of Payments made between 01/11/2016 and 30/11/2016				
Date Paid	Payee Name	Ref	Amount	Transaction Detail
01/11/2016	Ian Weir	5174	255.34	Chairmans Expenses - Various
01/11/2016	Mid Sussex District Council	D/D	726.00	Business Rates Nov 16
04/11/2016	Barclays Bank	BACS	41.21	Bank Charges 13.9-12.10.16
07/11/2016	Southeast water	5183	23.80	Burial ground Water
07/11/2016	Humphrey Heating Sx Ltd	5182	377.28	A/C Service & Filters Pavilion
07/11/2016	Beacon Fencing Ltd	5184	272.40	Materials - Park Benches
07/11/2016	Avoncrop Amenity Products	5186	1029.60	Bowls Green Supplies
08/11/2016	Clayton and Keymer RB Legion	5188	477.76	RBL Remembrance Parade
08/11/2016	Newsquest	5187	886.80	Advert re Clerk Vacancy
08/11/2016	Quality Office Supplies Sussex	5189	70.46	Office/Pav supplies
15/11/2016	James Wilson Tree Care	5191	900.00	Tree Work-Adastra Park
15/11/2016	Handicare Accessibility Ltd	5190	85.00	Stairlift Repair
15/11/2016	Southern Water	5192	38.95	Office Water April-Oct 2016
15/11/2016	Quality Office Supplies Sussex	5195	50.80	Office Stationery
15/11/2016	Close Invoice Finance/TSS	5194	312.00	Legionella Risk Assess at Pav
15/11/2016	Southern Counties Fuels	5196	226.01	Gas Oil for Grounds Tractor
15/11/2016	Marshall's Street Furniture	5197	27.60	Bollard Keys Burial Ground
15/11/2016	HMRC/PAYE	5193	2314.37	PAYE/NI November 2016
15/11/2016	Johnston Publishing	5198	1020.00	Parish Clerk Advert
18/11/2016	All salaries Nov 16	5176	7965.49	November Salaries 2016
18/11/2016	Biffa Waste Services Ltd	5201	360.53	Biffa Waste 22/10/16-18/11/16
21/11/2016	edf energy	5199	377.82	EDF Office Electric
21/11/2016	Uni-move Ltd	5200	120.00	Burial Ground Bollards
23/11/2016	Vitax limited	5202	516.31	Line Marker for Adastra Park
23/11/2016	Hassocks Allot. Holders Assoc.	5203	200.00	HAHA Annual Contribution
23/11/2016	Close Invoice Finance/TSS	5204	114.66	Legionella testing at Pavilion
23/11/2016	Abell Plumbing & Heating Ltd	5205	144.00	Toilet repairs P/O
23/11/2016	British Gas	5206	40.88	Office Gas July-Sept 2016
28/11/2016	Merlin Lighting Ltd	5207	1920.00	LUH Xmas Lights Installation
28/11/2016	Downlands Community School	5208	20.00	HPC Xmas Tree Donation
28/11/2016	East Sussex County Council	5209	114.00	Advert for Parish Clerk
28/11/2016	CSE Ltd	5210	900.00	Pre-purchase IT Support
28/11/2016	Burgess Hill Town Council	5212	1800.00	BHTC/MSDC Reactive Work
30/11/2016	Public Works Loan Board	D/D	2399.69	Burial Ground Loan repayment
	<b>TOTAL</b>		<b>26128.76</b>	

## Hassocks Parish Council New 2016/17

## Bank Reconciliation Summary Statement as at 07/12/2016

Statement Date 30/11/2016

Bank Statement Account Name (s)Page NoBalances

Current Bank A/C 2114

442

31501.53

Amount

31501.53

Unpresented Cheques (Minus)

4675.18

4675.18

26826.35Receipts not Banked/Cleared (Plus)

0.00

0.0026826.35

Balance per Cash Book is:-

26826.35

Difference is :-

0.00

Date: 07/12/2016

Hassocks Parish Council New 2016/17

Time: 14:56

Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>		
Total Year to Date	191,966.05			
Total Year to Date		186,440.31		
Total Receipts / Payments	191,966.05	186,440.31	Balance per Cash Book	Closing Trial Balance
Opening Balance	21,300.61			
Closing Balance		26,826.35	5,525.74	26,826.35
	<u>213,266.66</u>	<u>213,266.66</u>		

Date: 07/12/2016

Hassocks Parish Council New 2016/17

Time: 14:56

Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

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	<u>Receipt Totals</u>	<u>Payment Totals</u>		
Total Year to Date	181,610.91			
Total Year to Date		155,000.00		
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Total Receipts / Payments	181,610.91	155,000.00	Balance per Cash Book	Closing Trial Balance
Opening Balance	421,293.67		<hr/>	<hr/>
Closing Balance		447,904.58	26,610.91	447,904.58
	<hr/>	<hr/>	<hr/>	<hr/>
	602,904.58	602,904.58		
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