

HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 11th April 2017
at 7.30 pm in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Parish Clerk
6 April 2017

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 held on 14th March 2017

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.*

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

5. **MINUTES**

To accept the following Minutes

5.1 **Policy & Resources** - 21st March 2017 (For noting only)

5.2 **Neighbourhood Plan Working Group** – 23rd March 2017 (For noting only)

5.3 **Planning Committee** – 27 March 2017 (For noting only)

5.4 **Grounds & Environment Committee** – 30th March 2017 (For noting only)

6 Presentation – **An update on Operation Watershed with particular reference to alleviating surface flooding.** Fred Maillardet

7 **Hassocks Twinning Celebrations** – Carolyn Barton (verbal update)

8 **FINANCE**

8.1 To approve the Financial Report and authorise the list of payments in the sum of £29,263.38 for the period ending 28th February 2017 set out in **Appendix 1**.

9. REPORTS

- 9.1 Police Report
- 9.2 District Councillors' Report
- 9.3 County Councillor Report
- 9.4 Rail Matters (oral report, Leslie Campbell)
- 9.5 Youth Initiatives (oral report Justine Fisher)
- 9.6 Report from Councillors on meetings of outside bodies where the Council is represented.

10. CHAIRMAN'S REPORT

- 10.1 Current matters (oral report)

11. CLERK'S REPORT

11.1 COMMITTEE MEETING SCHEDULE 2017/18

Council is requested to consider the proposed schedule of meetings set out in **Appendix 2** for the new Municipal year and determine whether these are acceptable.

- 12. **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.

- 13 CONFIDENTIAL Neighbourhood Plan Working Group meeting minutes held 23rd March 2017 (For noting only)

Next meeting 9th May 2017 Annual Parish Meeting 7.30 followed by Hassocks Parish Annual Council Meeting 8.00

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 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				
List of Payments made 1/2/17 to 28/2/17				
Date Paid	Payee Name	Reference	Amt Paid	Transaction Detail
01/02/2017	Judith Foot - Reimbursement	5279	191.03	Traders Event Expenditure
06/02/2017	Ian Weir	5282	259.11	Chairman's expenses - various
08/02/2017	Dowsettmayhew Planning	5283	3036.72	NP Planning Advice
08/02/2017	Foster Playscapes Ltd	5284	84.00	Play Equip Inspection
08/02/2017	Mid Sussex District Council	5286	480.00	Parking Discs
08/02/2017	Southeast water	5287	54.49	Bowling Green Water
08/02/2017	Rooted Gdn Services	5288	799.00	Mulching Memorial Garden
08/02/2017	Aftercare Double Glazing	5289	107.00	New Pavilion Door Handle
06/02/2017	Trevor Lalwani	5290	70.00	Pavilion Oven Cleaning
13/02/2017	Disco Furnishings	5291	5742.23	Replacement Flooring Pavilion
13/02/2017	Coastline Fire Protection Ltd	5292	360.00	Fire Extinguishers service
13/02/2017	All Salaries	5285, 5293	10995.75	All Salaries
		5294, 5295		
		5296, 5297		
		5298,		
13/02/2017	SSALC Ltd	5299	420.00	Staff & Councillor Training
20/02/2017	HMRC/PAYE	5300	3197.05	PAYE/NI February 17
13/02/2017	Parker Building Supplies	5301	48.60	MOT for car park repairs
21/02/2017	KCS Professional Services	5302	216.73	P/Copier Contract Oct16-Jan17
21/02/2017	SSALC Ltd	5303	276.00	Staff & Councillor Training
21/02/2017	Tracy Bates	5304	40.55	Metal Pins - Groundsman tools
21/02/2017	Quality Office Supplies Sx	5305	162.08	Office Supplies & Stamps
13/02/2017	Void Cheque	5306	0.00	Void Cheque
21/02/2017	Close Invoice Finance/TSS	5307	114.66	Legionella testing at Pavilion
21/02/2017	Southern Water	5308	77.94	Waste water Bowling green
27/02/2017	Lawn Mower Services	5309	864.57	Service of Tractor
27/02/2017	Burgess Hill Town Council	5310	89.59	Bus Shelter Clean Feb/Mar17
27/02/2017	Biffa Waste Services Ltd	5311	360.53	Biffa Waste - 21/1/17-17/2/17
27/02/2017	Bee Clean (Southern)Ltd	5312	216.00	Pavilion Clean
06/02/2017	Barclays Bank	BACS	35.15	Bank Charges 13.12.16-12.1.17
24/02/2017	British Gas	D/D	86.60	Office Gas 3.1-7.2.17
01/02/2017	edf energy	D/D	72.00	D/D Elec Office
01/02/2017	Mid Sussex District Council	D/D	726.00	Business Rates Feb 2016
01/02/2017	Southeast water	D/D	17.00	P Office Water D/D
01/02/2017	Southeast water	D/D	37.00	Pavilion Water D/D
01/02/2017	Southeast water	D/D	26.00	Allotment Water D/D
	Total Payments		29263.38	

Date:09/03/2017

Hassocks Parish Council New 2016/17

Summary Bank Reconciliation Statement as at
09/03/2017 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	29/02/2017	452	41,726.17
			<u>41,726.17</u>
Unpresented Cheques (Minus)			8,338.35
Receipts not Banked/Cleared (Plus)			0.00
			<u>33,387.82</u>
		Balance per Cash Book is :-	33,387.87
		<u>Difference is :-</u>	<u>0.00</u>

Date: 09/03/2017

Hassocks Parish Council New 2016/17

Time: 17:45

Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	275,343.65		
Total Year to Date		263,256.44	
Total Receipts / Payments	275,343.65	263,256.44	Closing Trial Balance
Opening Balance	21,300.61		
Closing Balance		33,387.82	<u>33,387.82</u>
	<u>296,644.26</u>	<u>296,644.26</u>	

Date: 09/03/2017

Hassocks Parish Council New 2016/17

Time: 17:58

Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

	<u>Receipt Totals</u>	<u>Payment Totals</u>		
Total Year to Date	183,167.21			
Total Year to Date		230,000.00		
Total Receipts / Payments	183,167.21	230,000.00	Balance per Cash Book	Closing Trial Balance
Opening Balance	421,293.67			
Closing Balance		374,460.88	-46,832.79	374,460.88
	<u>604,460.88</u>	<u>604,460.88</u>		

Hassocks Parish Council schedule of meetings for the Municipal Year 2017/18

Appendix 2

2017	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
May																													
June																													
July																													
August																													
September																													
October																													
November																													
December																													
2018																													
January																													
February																													
March																													
April																													
May																													

Full Council (FC)

Meetings start @ 7:30 pm

2017

Tues 9	May	8:00 pm start after Annual Parish Meeting
Tues 13	Jun	
Tues 18	Jul	
Tues 12	Aug	No meeting
Tues 10	Sept	
Tues 7	Oct	
Tues 12	Nov	
Tues 9	Dec	
Tues 13	Jan	2018
Tues 13	Feb	
Tues 10	Mar	
Tues 8	Apr	
Tues 8	May	8:00 pm start after Annual Parish Meeting

Grounds & Environment Committee (G)

Meetings start @ 7:30 pm

Mon 30	May	2017
Mon 29	Jun	
Mon 31	Jul	
Mon 25	Aug	No meeting
Mon 23	Sept	
Mon 27	Oct	
Mon 29	Nov	
Mon 29	Dec	No meeting
Mon 26	Jan	2018
Thurs 29	Feb	
Mon 23	Mar	
Thurs 31	Apr	
Thurs 31	May	

Policy Resources and Communications Committee (PR & C)

Meetings start @ 7:30 pm

Tues 16	May	2017
Tues 20	Jun	
Tues 25	Jul	
Tues 19	Aug	No meeting
Tues 17	Sept	
Tues 14	Oct	
Tues 14	Nov	
Tues 16	Dec	No meeting
Tues 16	Jan	2018
Tues 20	Feb	
Tues 20	Mar	
Weds 18	Apr	
Tues 22	May	

Planning Committee (P)

Meetings start @ 7:30 pm

Mon 8	May	2017
Mon 5 & 26	Jun	
Mon 24	Jul	
Mon 7	Aug	
Tues 29	Aug	
Mon 18	Sept	
Mon 9 & 30	Oct	
Mon 20	Nov	
Mon 11	Dec	
Mon 2 & 22	Jan	2018
Mon 12	Feb	
Mon 5 & 26	Mar	
Tues 17	Apr	
Mon 7	May	

