

Minutes of the **WITHYHAM PARISH COUNCIL MEETING** held at
GROOMBRIDGE VILLAGE HALL on **17th April 2023** at 7.15pm

PRESENT Cllrs Nick Anderson, Andrew Fane, Alan Gaukroger,
 Robert Gordon-James, Keith Obbard, Jill Pardey, Penny
 Lawne, Judi Tuke, Paul Watkins (Chair), Linsey Winter

In attendance: Deborah Siddle - Clerk (minutes)

Members of the public are encouraged to attend meetings and there is a 10-minute opportunity for members of the public to address the Council. There were no members of the public present.

1. ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING: None.

2. APOLOGIES – Cllr Diana Kelly – family commitment
 County Cllr Georgia Taylor

3. DECLARATIONS OF INTEREST - None

4. FINANCE:

4.1 Note the report showing payments made to date against budgets
 Noted

4.2 Authorise the payment of April invoices/note regular payments
 Payments made from the 2022/23 Budget for noting (see Finance Committee minutes 27th March 2023):

Current Bank A/c (HSBC)								
Payments made between 29/03/2023 and 31/03/2023								
Nominal Ledger Analysis								
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Details
29/03/2023	Knockout Print	BAC246	660.75			4019 101	660.75	Bulletin
29/03/2023	Ray Bailey	BACS242	40.00			4503 101	40.00	Windowcleaning (correct date)
29/03/2023	K Obbard	BACS244	66.70			4011 101	66.70	Members Allowance
29/03/2023	SME IT Solutions	BACS245	169.19		28.20	4016 101	140.99	Replacement PC drive
29/03/2023	N Anderson	BACS247	51.50			4202 201	51.50	Replacement wood (GRG)
29/03/2023	CooperBurnett Solicitors	BACS248	1,190.00		198.33	4040 101	991.67	Undertaking for licence to let
29/03/2023	British Gas Lite	DDBG0323	150.74			5101 500	150.74	Ph Hse/Post Office Elec
31/03/2023	Commercial Services Trading Lt	BACS249	822.58		137.10	4205 201	478.85	Grass cuts Nov-Dec
						4260 203	131.63	Grass cuts Nov-Dec
						4261 203	75.00	Grass cuts Nov-Dec
31/03/2023	N Anderson	BACS250	15.01		2.50	4202 201	12.51	U Bolts GRG

Noted.

2023/24 Budget payments for authorisation:

Current Bank A/c (HSBC)

Payments made between 01/04/2023 and 18/04/2023

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/04/2023	Scottish Water	DDSW0423	1.00			4502	101	1.00	Water charges parish office
01/04/2023	The Premier Trust N A Houghton	SONH0423	625.00			4012	101	625.00	Rent (partial) Apr
01/04/2023	The Premier Trust T J Newman	SOTN0423	625.00			4012	101	625.00	Rent (partial) Apr23
17/04/2023	ESALC	BACS1	300.00		50.00	4007	101	250.00	Training X9
17/04/2023	N Wealden Transport	BACS10	151.00			4401	401	151.00	Wealdlink Apr-Jun
17/04/2023	Biffa Waste Services Ltd	BACS11	65.63			4506	101	65.63	Parish office waste March
17/04/2023	E.S.C.C.	BACS12	2,044.86		340.81	4450	402	1,704.05	Streetlights energy/maintenanc
17/04/2023	E.S.C.C.	BACS13	1,170.79		195.13	4226	401	975.66	Urban grass cuts x4
17/04/2023	David Newcombe Tree Services	BACS14	300.00		50.00	5101	500	250.00	Garden works at Phoenix Hse
17/04/2023	P J Richardson	BACS15	247.50			5101	500	247.50	New shed gutter Phoenix Hse
17/04/2023	Society - Local Council Clerks	BACS16	144.00		24.00	4007	101	120.00	Carbon literacy training SC
17/04/2023	St Thomas' Church, Groombridge	BACS17	750.00			4101	102	750.00	Grant - churchyard maintenance
17/04/2023	Wealden Citizen's Advice	BACS18	850.00			4101	102	850.00	Grant towards running costs
17/04/2023	Clued Up	BACS19	1,000.00			4101	102	1,000.00	Grant - support groups
17/04/2023	Green Hippo Print Ltd	BACS2	96.00		16.00	4221	201	80.00	Sign for Gb Playground
						327		-80.00	Sign for Gb Playground
						6000	201	80.00	Sign for Gb Playground
17/04/2023	Groombridge Village Hall	BACS20	1,000.00			4101	102	1,000.00	Grant - replacement windows
17/04/2023	St Michael's School Witleham	BACS21	865.62			4101	102	865.62	Grant - pond area paths
17/04/2023	Witleham & Blackham PCC	BACS22	700.00			4101	102	700.00	Blackham Churchyard maintenanc
17/04/2023	N Brett	BACS23	6.60			4510	101	6.60	Milk
17/04/2023	B Agutter	BACS24	16.65			4421	401	16.65	Highways Coord mileage Mar
17/04/2023	Various	BACS25	4,079.24			4000	101	4,079.24	Salaries Apr23
17/04/2023	HMRC	BACS26	2,290.72			4001	101	2,290.72	Tax & NI Qtr4
17/04/2023	Southern Landscape & Construct	BACS27	43,226.53		7,204.42	4221	201	36,022.11	3rd Payment Gb Playground
						327		-36,022.11	3rd Payment Gb Playground
						6000	201	36,022.11	3rd Payment Gb Playground
17/04/2023	East Sussex Association of Loc	BACS28	804.51			4008	101	804.51	ESALC & NALC subs 23/24
17/04/2023	Muskateer Services Ltd	BACS3	99.60		16.60	4503	101	83.00	Legionella testing
17/04/2023	Groombridge Village Hall	BACS4	35.60			4064	101	35.60	Corn Cafe hall hire Mar
17/04/2023	RH & RW Clutton	BACS5	302.21			4200	201	302.21	GRG rent (Rosemary Newton Trus
17/04/2023	Michael Bell Brand Comms	BACS6	348.00		58.00	4018	101	290.00	Website hosting 2023-24
17/04/2023	Everflow Water	BACS7	23.09			5101	500	23.09	Water Charges (Ph/Hse & Post)
17/04/2023	Cooper Burnett LLP	BACS8	1,362.74		223.79	4040	101	1,138.95	Old Station lease - our Fees
17/04/2023	SME IT Solutions	BACS9	422.64		70.44	4013	101	88.80	Phone/Bband
						4021	101	263.40	IT support
17/04/2023	Prepaid card	CB1PPC0423	336.51			203		336.51	Cb1 to Prepaid card Apr
17/04/2023		DDNEST0423	444.22			4001	101	444.22	Pensions
17/04/2023	Octopus Energy	DDOCTO0423	141.44			4502	101	141.44	Parish Office elec Mar
17/04/2023	Opus Energy	DDOPUS0423	316.52		52.75	4502	101	263.77	Old Station gas Mar
17/04/2023	HSBC	HSBC0423	12.00			4600	101	12.00	Fees & Charges Mar
17/04/2023	UK Debt Management Office	PWLB0423	2,831.28			4219	201	2,831.28	PWLB payment playground
Total Payments:			68,036.50	0.00	8,301.94			59,734.56	

- 002468** **RESOLVED** to pay the April invoices listed above, to pay by BACS/sign the cheques accordingly.

4.3 Consider quotes: accessible roundabout

July 2023 Council resolved to add a wheelchair accessible piece of equipment once income was confirmed.

The Clerk updated Council that the majority of the funds had been secured from local fundraising and that the Playground Group was keen to place an order so that the roundabout could be installed as close to the opening of the whole playground as possible.

The Clerk had obtained 3 quotes from Southern Landscapes & Construction, Kompan and Playdale.

- 002469** **RESOLVED** to accept the quote from Playdale for £11,545.55 on the basis of it being one of the lower quotes and the shortest timescale.

- 002470** **RESOLVED** to utilise the Groombridge Playground contingency for any shortfall in funds for the roundabout in order to place the order as soon as possible.

Councillors asked about drainage between the Guide Hut and the playground. The Clerk confirmed that this was being investigated by a drainage expert.

Councillors raised some residents' concerns about there being no fencing around the playground equipment. The Clerk confirmed that new signage by the playground bin instructs people to keep dogs on leads in the vicinity of the play area, and that children should be supervised at all times.

Council noted that, at the request of the playground group, it had agreed not to install fencing and to instead utilise funds for the equipment. It would monitor the situation in future.

5. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON FUTURE AGENDA

This was the last Council meeting before elections. The Clerk confirmed that 9 people had submitted nomination papers and the Parish would therefore have an uncontested election. The 4 Councillors who were not standing (Cllrs Fane, Obbard, Paulson-Ellis and Watkins) were thanked for their commitment and involvement.

The 4 vacant seats can be co-opted after 4th May. The 9 remaining Councillors noted that there would be a higher workload to share and could look at efficiencies such as representation on outside bodies at the Annual Statutory Meeting.

6. DATE OF NEXT MEETING (Annual Statutory Meeting) - Monday 15th May 2023 at Groombridge Old Station at 7.30pm unless otherwise notified by the agenda.

The meeting closed at 7.32pm