

WEST DEAN PARISH COUNCIL

HL O'Callaghan, Clerk to the Council

C/o Wykikamookow, School Lane, Fittleworth,

West Sussex, RH20 1JB

Tel: 07584 269606 e-mail: westdeanpc@yahoo.com

Members of West Dean Parish Council are hereby summoned to the Full Council Meeting of West Dean Parish Council at 7.30pm on Wednesday 7th July 2021 at West Dean College

The order of business to be transacted is:

1. Apologies for Absence
2. Code of Conduct
 - (i) Declarations of Interests on items included on the agenda
 - (ii) Dispensations - to consider any requests for Dispensations
3. Minutes – to agree and sign the minutes of the meeting held on 5th May 2021
4. Update on matters carried forward from previous meeting:
 - a) Verge cutting trial update
 - b) Pavements and Sidings
 - c) Village Gateways
 - d) Dog Waste Bins
5. To review applications and remaining availability for right of burial requests at West Dean Cemetery
 - Ms Sharron Rose Beckey – Tull
6. Brief Report from County Councillor on matters affecting this Parish
7. Brief Report from District Councillor on matters affecting this Parish
8. Traffic/Roads Update
9. Planning Committee - to receive a verbal report from the Chairman, including consideration of any applications received since the last meeting
10. Finance
 - a) To approve Clerks salary and expenses – **Appendix A**
 - b) To note and approve income and expenditure report – **Appendix B**
 - c) To approve the regular Bank Reconciliation – **Appendix C**
11. Correspondence and Consultations – to note any items of interest
 - a) Active Communities - Salt Bins
 - b) Request for purchase of burial slot Mrs Beckey-Tull
12. Any other matters not on agenda
13. Any other business for information only
14. Date of Next Meeting – 8th September 2021

Signed:



Clerk to the Council

7 July 2021

Appendix A

Clerk Salary and Expenses

Clerks Salary 1 – 31st May 2021

Net Salary £448.96

PAYE £3.00

Total Net Outlay £451.96

Clerks Salary 1 – 30th June 2021

Net Salary £449.16

PAYE £2.80

Total Net Outlay £451.96

Paid by Standing order on last working day of the month

Clerks Expenses Paid after the meeting

Date Paid	Detail	Reason	Cost ex VAT (£)	VAT (£)	Cost inc VAT (£)
8/7/21	Working from home allowance (May)	As per contract	18.00	0	18.00
8/7/21	Working from home allowance (June)	As per contract	18.00	0	18.00
Total			36.00	0	36.00

WEST DEAN PARISH COUNCIL				
FINANCIAL REPORT 30/6/21				
RECEIPTS				
DATE	REF	PAYER	DESCRIPTION	AMOUNT
				0
PAYMENTS				
DATE	REF	PAYER	DESCRIPTION	AMOUNT
18/05/2021	online	K Goacher	Cemetery Grass Cutting 1 st Half	720
28/05/2021	online	Microsoft	365 monthly payment - May	11.28
28/05/2021	online	HL O'Callaghan	Clerk Salary - May	448.96
01/06/2021	online	Chi Payroll Services	Payroll - May	10
04/06/2021	online	HMRC	PAYE May	3
14/06/2021	online	WSCC	Street Lighting Maintenance 2020/21	736.19
28/06/2021	online	Microsoft	365 monthly payment - June	11.28
28/06/2021	online	WSALC	WSALC/NALC Subscription 2021/22	123.98
28/06/2021	online	W Goacher	Grass Cutting St Andrews	240
30/06/2021	online	HL O'Callaghan	Clerk Salary - June	449.16
				2753.85

WEST DEAN PARISH COUNCIL		
BANK RECONCILIATION		
30-Jun-21		
RECEIPTS & PAYMENTS		
Balance brought forward as at 31/03/2020		£35,605.24
Add Total Receipts		7,228.13
Less Total Payments		(4,262.13)
TOTAL		£38,571.24
BANK		
Barclays as @ 30/6/21		32,368.81
Santander as @ 27/4/21		6,202.43
TOTAL		£38,571.24

