

## WEST DEAN PARISH COUNCIL

HL O'Callaghan, Clerk to the Council

C/o Wykikamookow, School Lane, Fittleworth,

West Sussex, RH20 1JB

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Members of West Dean Parish Council are hereby summoned to the Full Council Meeting of West Dean Parish Council at 7.30pm on Wednesday 8<sup>th</sup> September 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 5<sup>th</sup> May 2021 (no meeting in July)
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**
  - d) Renewal of Council Insurance
11. Correspondence and Consultations – to note any items of interest
  - a) Parish Online Licensing
  - b) Rural Crime Monthly Update Email
  - c) Planning Newsletter
12. Any other matters not on agenda
13. Any other business for information only
14. Date of Next Meeting – 10<sup>th</sup> November 2021

Signed:



Clerk to the Council

11<sup>th</sup> August 2021

**Appendix A**

**Clerk Salary and Expenses**

Clerks Salary 1 – 31<sup>st</sup> May 2021

**Net Salary £448.96**

**PAYE £3.00**

**Total Net Outlay £451.96**

Clerks Salary 1 – 30<sup>th</sup> 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**

<b>Date Paid</b>	<b>Detail</b>	<b>Reason</b>	<b>Cost ex VAT (£)</b>	<b>VAT (£)</b>	<b>Cost inc VAT (£)</b>
9/9/21	Working from home allowance (May)	As per contract	18.00	0	18.00
9/9/21	Working from home allowance (June)	As per contract	18.00	0	18.00
9/9/21	Working from home allowance (July)	As per contract	18.00	0	18.00
9/9/21	Working from home allowance (August)	As per contract	18.00	0	18.00
9/9/21	Ink Purchase	Reimbursement to Clerk	19.99	0	19.99
<b>Total</b>			<b>91.99</b>	<b>0</b>	<b>91.99</b>



<b>WEST DEAN PARISH COUNCIL</b>		
<b>BANK RECONCILIATION</b>		
<b>01-Sep-21</b>		
<b>RECEIPTS &amp; PAYMENTS</b>		
Balance brought forward as at 31/03/2020		£35,605.24
Add Total Receipts		7,328.28
Less Total Payments		(5,928.61)
<b>TOTAL</b>		<b>£37,004.91</b>
<b>BANK</b>		
Barclays as @ 1/9/21		30,802.33
Santander as @ 01/9/21		6,202.58
<b>TOTAL</b>		<b>£37,004.91</b>