

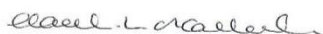
# DUNCTON PARISH COUNCIL

The Parish Council Meeting will be held on Monday 19<sup>th</sup> July 2021 at 7.00pm

## AGENDA

1. Apologies for Absence
2. Code of Conduct  
Declaration of Members' disclosable pecuniary interests and other interests on items included on the agenda.
3. Approval of Minutes of meeting held on 6<sup>th</sup> May 2021
4. Update on matters carried forward from previous meeting:
  - a) Speeding – Cllr Thomas
  - b) Playground Maintenance and Inspection – Clerk & Cllrs Napthine & Clifford
  - c) Footpaths – Cllr Thomas/Cllr Clifford
    - i. Correspondence from Cllr Napthine regarding maintenance
  - d) Rewilding of Communal Areas
  - e) Bus Stop repair update
  - f) Recruitment of new Councillor
5. 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**
6. Police Crime Panel
7. Planning Update
  - a) Rose Cottage – planning infringement
8. District Councillors Report, to be submitted in advance – Alan Sutton – Chichester District Council
9. County Councillors Report, to be submitted in advance – Tom Richardson, West Sussex County Council
10. Annual Fireworks display (12<sup>th</sup> November) – to discuss viability of event
11. Correspondence to note
  - a) PROW Planning
  - b) Highways work – resident enquiry
  - c) Salt Bins Audit
  - d) SDNPA Design Guide SPD consultation – email sent 28/6/21
  - e) Highways, Transport and Planning – email sent 28/6/21
12. Matters arising not dealt with on the Agenda
13. Public Questions (10 Minutes)
14. Any other matters for information only
15. Date of next Meeting – 13<sup>th</sup> September 2021

Signed:



HL O'Callaghan  
Clerk & RFO

**Clerk Salary and Expenses**

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

Net Salary £335.35

PAYE £60.40

**Clerks Salary 1- 30<sup>th</sup> June 2021**

Net Salary £335.55

PAYE £60.20

**Paid by Standing Order on last working day of the month**

**Clerks Working from Home Expenses (as per contract)**

<b>Date Paid</b>	<b>Detail</b>	<b>Reason</b>	<b>Cost ex VAT (£)</b>	<b>VAT (£)</b>	<b>Cost inc VAT (£)</b>
30/06/21	Working from home allowance (June)	As per contract. Agreed payment by dd each month	36.00	0	36.00
<b>Total</b>			<b>36.00</b>	<b>0</b>	<b>36.00</b>

DUNCTON PARISH COUNCIL					
File Number	Date of Payment	Payment Method	Payee	Description	Gross
<b>Receipts</b>					
	05/05/2021	BACS	HMRC	VAT Reclaim	734.46
	07/06/2021	BACS	Barclays	Interest 8 March - 6 June	0.2
					<b>734.66</b>
<b>Payment Ref Number</b>					
8	27/05/2021	dd	Came & Compai	Insurance Renewal 2021-22	512.01
9	28/05/2021	SO	HL O'Callaghan	Working from home - May	36
10	28/05/2021	dd	HL O'Callaghan	Clerk Salary - May	335.75
11	01/06/2021	dd	Chi Payroll Serv	Payroll - May	10
12	04/06/2021	dd	HMRC	PAYE May	60.4
13	28/06/2021	dd	WSALC	Subscription 2021-22	117.13
14	30/06/2021	SO	HL O'Callaghan	Working from home - June	36
15	30/06/2021	dd	HL O'Callaghan	Clerk Salary - June	335.55
16	01/07/2021	dd	Chi Payroll Serv	Payroll - June	10
17	02/07/2021	dd	HMRC	PAYE June	60.2
					<b>1513.04</b>

<b>Duncton Parish Council</b>		
<b>BANK RECONCILIATION</b>		
<b>12-Jul-21</b>		
<b>RECEIPTS &amp; PAYMENTS</b>		
Balance brought forward as at 31/03/21		£9,403.41
Add Total Receipts		5357.66
Less Total Payments		(2,185.22)
<b>TOTAL</b>		<b>£12,575.85</b>
<b>BANK</b>		
Current as @ 12/7/21		4,584.48
Savings as @ 12/7/21		7,991.37
<b>Plus Uncleared Deposits</b>		
<b>TOTAL</b>		<b>£12,575.85</b>