

DUNCTON PARISH COUNCIL

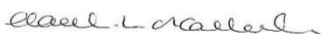
The Parish Council Meeting will be held on Monday 11th July 2022 at 7.00pm

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 16th May 2022
4. Update on matters carried forward from previous meeting:
 - a) Speeding – Cllr Thomas
 - b) Playground Maintenance
 - c) Footpaths – Cllr Thomas/Cllr Clifford
 - d) Jubilee Orchard/Seaford College
 - e) Bus Stop repair update
 - f) Recruitment of new Councillors
 - g) Re-registration of defibrillators – Cllr Mills
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. Planning Update
To consider the following applications:
SDNP/22/02392/LIS
Application withdrawn 28/6/22

SDNP/22/02650/PA3R
Location: Flint Stone Barn Littleton Farm A285 Selhurst Park Road to Droke Lane Upwaltham Petworth West Sussex
Proposal: Proposed change use of existing agricultural building to a flexible cycling hub and café
Deadline for comments: 21st July
7. District Councillors Report, to be submitted in advance – Alan Sutton – Chichester District Council
8. County Councillors Report, to be submitted in advance – Tom Richardson, West Sussex County Council
9. Correspondence/Consultations to note
 - a) Census Results
 - b) SDNP Climate change webinar email
 - c) Hedgehog Highway email
 - d) SDNPA Land Availability assessment consultation
 - e) Southdowns way anniversary plaque installation
10. Matters arising not dealt with on the agenda
11. Public Questions (10 Minutes)
12. Any other matters for information only
13. Date of next Meeting – 19th September 2022

Signed:



HL O'Callaghan
Clerk & RFO

Hannah-Louise O'Callaghan, Clerk Duncton Parish Council
clerk@duncton.org
4 July 2022

Clerk Salary and Expenses

Clerks Salary 1 – 31st May 2022

Net Salary £350.50

PAYE £64.00

Clerks Salary 1- 30th June 2021

Net Salary £350.30

PAYE £64.20

Paid by Standing Order on last working day of the month

Clerks Working from Home Expenses (as per contract)

Date Paid	Detail	Reason	Cost ex VAT (£)	VAT (£)	Cost inc VAT (£)
31/5/22	Working from home allowance (May)	As per contract. Agreed payment by dd each month	36.00	0	36.00
30/6/22	Working from home allowance (June)	As per contract. Agreed payment by dd each month	36.00	0	36.00
Total			72.00	0	72.00

Clerks Expenses – paid after meeting by agreement

Date Paid	Detail	Reason	Cost ex VAT (£)	VAT (£)	Cost inc VAT (£)
12/7/22	Working from home allowance (June)	As per contract. Paid by dd each month	36.00	0	36.00
12/7/22	Mileage Expenses @ £0.50 per mile	Mileage for May Meeting	4.60	0	4.60
Total			40.60	0	40.60

DUNCTON PARISH COUNCIL					
File Number	Date of Payment	Payment Method	Payee	Description	Gross
Receipts					
	21/06/2022	BACS	Barclays	Interest	0.60
					0.60
Payment Ref Number					
7	17/05/2022	dd	HL O'Callaghan	Mileage Expenses	26.2
8	17/05/2022	dd	WSALC	Yearly WSALC/NALC Subscription	119.79
9	17/05/2022	dd	RS Hall	Internal Audit 2021-22	120
10	31/05/2022	dd	HL O'Callaghan	Clerk Salary - May	350.5
11	31/05/2022	dd	HL O'Callaghan	Working from Home - May	36
12	31/05/2022	dd	Arthur Gallaghe	Insurance Renewal 2022-23	622.16
13	06/06/2022	dd	HMRC	PAYE - May	64
14	06/06/2022	dd	Chi Payroll	Payroll - May	15
15	30/06/2022	dd	HL O'Callaghan	Working from Home - June	36
16	30/06/2022	dd	HL O'Callaghan	Clerk Salary - June	350.3
17	01/07/2022	dd	HMRC	PAYE - June	64.2
18	01/07/2022	dd	Chi Payroll	Payroll - June	15
19	01/07/2022	dd	Nigel Clifford	Expenses for AGM	24.75
					1843.9

Duncton Parish Council		
BANK RECONCILIATION		
04-Jul-22		
RECEIPTS & PAYMENTS		
Balance brought forward as at 31/03/22		£10,551.49
Add Total Receipts		4623.60
Less Total Payments		(2,409.88)
TOTAL		£12,765.21
BANK		
Current as @ 4/7/22		4,772.64
Savings as @ 4/7/22		7,992.57
Plus Uncleared Deposits		
TOTAL		£12,765.21