

# **SOUTHWATER PARISH COUNCIL**



**PUBLIC PACK  
FULL COUNCIL**

**29<sup>TH</sup> MARCH 2017**



# SOUTHWATER PARISH COUNCIL

Beeson House, 26, Lintot Square, Fairbank Rd, Southwater,  
West Sussex RH13 9LA  
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You are hereby **SUMMONED** to a **Full Council Meeting of Southwater Parish Council**, which will be held in the **Council Chamber, Beeson House, Southwater on Wednesday, 29<sup>th</sup> March, 2017 at 7.30 pm.**, when the following business will be considered and transacted.

**22<sup>nd</sup> March 2017**

**for Catherine Tobin (Clerk)**

## A G E N D A

1. **PUBLIC PARTICIPATION** - to receive and act upon if considered necessary by Council, comments made by members of the public.
2. **APOLOGIES FOR ABSENCE** - to receive and approve apologies of absence.
3. **DECLARATIONS OF INTEREST** – to receive any declarations of interest from Members.
4. **MINUTES** – To discuss, amend if necessary and thereafter approve the Minutes of the Council Meeting held on **25<sup>th</sup> January 2017**.
5. **CHAIRMAN’S ANNOUNCEMENTS** - to receive any announcements by the Chairman of the Council.
6. **CORRESPONDENCE** – to read, comment and where necessary take action on letters and reports received by the Parish Council.
7. **COMMITTEES**
  - **Planning Committee 8<sup>th</sup> February, 1<sup>st</sup> March, 15<sup>th</sup> March 2017** - to report and if required approve the minutes including recommendations of the meeting held on the 4<sup>th</sup> January 2017 as a true and correct record of that meeting. **Date of Next Meeting: Wednesday, 5<sup>th</sup> April 2017**
  - **Finance & General Purposes Committee 15<sup>th</sup> February, 8<sup>th</sup> March 2017** – to report and if required approve the minutes including recommendations of the meeting held on the 11<sup>th</sup> January 2017 as a true and correct record of that meeting. **Date of Next Meeting: Wednesday, 12<sup>th</sup> April, 2017**
8. **ACCOUNTS** – to discuss and where necessary, agree the accounts including bank reconciliation, current financial situation and income and expenditure on all cost centres to 29<sup>th</sup> March 2017, also discuss and approve other financially related matters.
9. **ACCOUNTS FOR PAYMENT** – To receive, comment upon and approve the payments schedule to 29<sup>th</sup> March 2017.
10. **CO-OPTION OF A NON VOTING PARISH COUNCILLOR** - to receive and consider an application in relation to an additional co-opted Member to the Parish Council, this being a non-voting position to assist the Parish Council in its work.

11. **REPORTS BACK FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS ON BEHALF OF THE COUNCIL** – to receive reports from Senior Officers and Councillors in relation to meetings/conferences attended on behalf of the Council.
12. **PARISH COUNCIL LAND & BUILDINGS** - to discuss and approve expenditure and other matters relating to the maintenance of land within the ownership of the Parish Council, including the Skate Park.
13. **TOWN COUNCIL STATUS** – to receive and discuss a further report from the Chief Executive of the Sussex & Surrey Association of Local Councils on the process and possible concerns in adopting the name of Southwater Town Council.
14. **SOUTHWATER YOUTH PROJECT\*\*** – to receive a report following a meeting with the Youth Club Management Board and to authorise any expenditure as necessary.
15. **PERSONNEL & WEST SUSSEX COUNTY COUNCIL (WSCC) LOCAL GOVERNMENT PENSION SCHEME\*\*** - to receive and comment on matters appertaining to HR related matters and Pensions.
16. **DATE OF NEXT MEETING** - the date of the next Meeting will be **Wednesday, 31<sup>st</sup> May 2017 this being the ANNUAL MEETING OF THE COUNCIL.**

**ALL MEMBERS OF THE PUBLIC WELCOME**

**\*\* The public may be excluded due to the confidential nature of the business**

**PAYMENTS FOR APPROVAL  
SINCE LAST COUNCIL MEETING**

**Wednesday  
29th March 2017**

	<b>£</b>	<b>£</b>
BACS Payments	18,576.28	
Cheque Payments	214.69	
<b>Sub Total Payments</b>		<b>18,790.97</b>
Direct Debits Paid	3,024.99	
March 2017 salaries 25.03.17	31,711.02	
Damage deposits refund 25.03.17	250.00	
Aditonal Payment 10.03.17	2,283.91	
<b>Other Total Payments</b>		<b>37,269.92</b>
<b>GRAND TOTAL FOR APPROVAL</b>		<b>56,060.89</b>

## PROPOSED PAYMENT OF INVOICES DUE BY 20 APRIL 2017

## Purchase Ledger

Pay By BACS

<u>Invoice Date</u>	<u>Invoice No</u>	<u>Ref No</u>	<u>A/C Code</u>	<u>Date Due</u>	<u>Amount</u>	<u>Discount</u>	<u>Amount Due</u>
02/03/2017	SI-2459		ADRIAN036	30/03/2017	98.40	0.00	98.40
			Total Adrian Mobile Locksmith Ltd		<b>98.40</b>	<b>0.00</b>	<b>98.40</b>
27/02/2017	34792523-18		ADT035	29/03/2017	142.80	0.00	142.80
			Total ADT Fire and Security PLC		<b>142.80</b>	<b>0.00</b>	<b>142.80</b>
23/01/2017	1741-PART2		BLUE1193	30/01/2017	37.80	0.00	37.80
			Total Blueprint Interiors Ltd		<b>37.80</b>	<b>0.00</b>	<b>37.80</b>
04/03/2017	4MARCH2017		BRIANS1095	11/03/2017	50.00	0.00	50.00
			Total Brians Mobile Bars		<b>50.00</b>	<b>0.00</b>	<b>50.00</b>
02/02/2017	HRS/233815		CITY313	04/03/2017	179.76	0.00	179.76
02/03/2017	HRS/235592		CITY313	01/04/2017	7.44	0.00	7.44
			Total City Electrical Factors Ltd		<b>187.20</b>	<b>0.00</b>	<b>187.20</b>
06/03/2017	817		CMC922	13/03/2017	168.00	0.00	168.00
			Total Carbon Management Resources Ltd		<b>168.00</b>	<b>0.00</b>	<b>168.00</b>
27/02/2017	668082		COUN094	06/03/2017	420.00	0.00	420.00
			Total Countrywide Grounds Maintenance Ltd		<b>420.00</b>	<b>0.00</b>	<b>420.00</b>
02/03/2017	44/I06290		CP051	09/03/2017	67.99	0.00	67.99
09/03/2017	44/I06314		CP051	16/03/2017	11.96	0.00	11.96
16/03/2017	44/I06354		CP051	23/03/2017	18.87	0.00	18.87
			Total CP Office Supplies		<b>98.82</b>	<b>0.00</b>	<b>98.82</b>
19/03/2017	20224		CUS625	26/03/2017	35.99	0.00	35.99
			Total InTouchNow		<b>35.99</b>	<b>0.00</b>	<b>35.99</b>
28/02/2017	28FEB		DPAX281	07/03/2017	185.00	0.00	185.00
			Total Derek Paxton		<b>185.00</b>	<b>0.00</b>	<b>185.00</b>
28/02/2017	49509		FOUND874	30/03/2017	588.00	0.00	588.00
			Total Foundry Press		<b>588.00</b>	<b>0.00</b>	<b>588.00</b>
07/03/2017	31/02796343		GARR565	06/04/2017	64.98	0.00	64.98
			Total Garraways		<b>64.98</b>	<b>0.00</b>	<b>64.98</b>
17/03/2017	36383		GRAN507	31/03/2017	821.00	0.00	821.00
			Total Grange Domestic Services		<b>821.00</b>	<b>0.00</b>	<b>821.00</b>
28/02/2017	26463		GRITB1206	31/03/2017	73.19	0.00	73.19
			Total GritBins		<b>73.19</b>	<b>0.00</b>	<b>73.19</b>
27/02/2017	24208		GYM1210	29/03/2017	384.00	0.00	384.00
			Total Gym - Fit		<b>384.00</b>	<b>0.00</b>	<b>384.00</b>
07/02/2017	6218946		HDCINC042	12/02/2017	323.72	0.00	323.72
01/03/2017	6241174		HDCINC042	06/03/2017	353.91	0.00	353.91
10/03/2017	6251471		HDCINC042	15/03/2017	786.76	0.00	786.76

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			Total Horsham District Council		<b>1,464.39</b>	<b>0.00</b>	<b>1,464.39</b>
01/03/2017	3764		HORPUB171	08/03/2017	132.00	0.00	132.00
			Total Horsham Publications Ltd		<b>132.00</b>	<b>0.00</b>	<b>132.00</b>
21/02/2017	7293		HRS1131	07/03/2017	26.40	0.00	26.40
			Total HR Services Partnership		<b>26.40</b>	<b>0.00</b>	<b>26.40</b>
28/02/2017	FEBRUARY2017	YOGA-PILAT	JPENT197	14/03/2017	200.00	0.00	200.00
			Total Judy Ranger Pilates		<b>200.00</b>	<b>0.00</b>	<b>200.00</b>
02/03/2017	E5076502		KCCL130	23/03/2017	155.06	0.00	155.06
02/03/2017	E5076503		KCCL130	23/03/2017	458.14	0.00	458.14
02/03/2017	E5076550		KCCL130	23/03/2017	305.36	0.00	305.36
02/03/2017	E5076551		KCCL130	23/03/2017	3,145.58	0.00	3,145.58
02/03/2017	E5076559		KCCL130	23/03/2017	297.73	0.00	297.73
02/03/2017	E5076560		KCCL130	23/03/2017	879.26	0.00	879.26
10/03/2017	G51001621		KCCL130	31/03/2017	83.36	0.00	83.36
			Total Kent County Council Laser		<b>5,324.49</b>	<b>0.00</b>	<b>5,324.49</b>
28/03/2017	9597		MICRO92	28/03/2017	674.16	0.00	674.16
			Total Microshade Business Consultants Ltd		<b>674.16</b>	<b>0.00</b>	<b>674.16</b>
03/03/2017	1713		PAPA1152	17/03/2017	50.00	0.00	50.00
			Total Papa Geof Entertainment		<b>50.00</b>	<b>0.00</b>	<b>50.00</b>
28/02/2017	INV173233		PURE925	07/03/2017	42.00	0.00	42.00
29/11/2016	INV173234		PURE925	06/12/2016	42.00	0.00	42.00
			Total PuretechH2O		<b>84.00</b>	<b>0.00</b>	<b>84.00</b>
02/03/2017	2MARCH	TEA DANCE	PUT550	16/03/2017	60.00	0.00	60.00
			Total CD & MK Putnam		<b>60.00</b>	<b>0.00</b>	<b>60.00</b>
31/01/2017	17/1/2		SAM1185	14/02/2017	2,266.30	0.00	2,266.30
			Total Sam Shippen Associates Ltd		<b>2,266.30</b>	<b>0.00</b>	<b>2,266.30</b>
17/03/2017	122359		SLCC073	31/03/2017	82.80	0.00	82.80
			Total Society of Local Council Clerks		<b>82.80</b>	<b>0.00</b>	<b>82.80</b>
08/03/2017	8671		STAN046	22/03/2017	191.72	0.00	191.72
			Total Stanly Associates Ltd		<b>191.72</b>	<b>0.00</b>	<b>191.72</b>
28/02/2017	28		TEM1170	30/03/2017	793.92	0.00	793.92
20/03/2017	29		TEM1170	19/04/2017	793.99	0.00	793.99
31/10/2016	30		TEM1170	30/11/2016	2,212.80	0.00	2,212.80
			Total TEM		<b>3,800.71</b>	<b>0.00</b>	<b>3,800.71</b>
10/03/2017	HI578132		UNT096	09/04/2017	367.20	0.00	367.20
			Total United Hygiene Services Ltd.		<b>367.20</b>	<b>0.00</b>	<b>367.20</b>
02/03/2017	SIN88567		WP048	01/04/2017	302.57	0.00	302.57

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01/03/2017	SIN88594		WP048	31/03/2017	95.15	0.00	95.15
20/03/2017	SIN91779		WP048	19/04/2017	34.94	0.00	34.94
20/03/2017	SIN91835		WP048	19/04/2017	64.27	0.00	64.27
Total Wightman & Parrish Ltd					<b>496.93</b>	<b>0.00</b>	<b>496.93</b>
<b>TOTAL OF PROPOSED PAYMENTS - BY BACS</b>					<b>18,576.28</b>	<b>0.00</b>	<b>18,576.28</b>

**PROPOSED PAYMENT OF INVOICES DUE BY 31 MARCH 2017****Purchase Ledger****Pay By Cheque**

<u>Invoice Date</u>	<u>Invoice No</u>	<u>Ref No</u>	<u>A/C Code</u>	<u>Date Due</u>	<u>Amount</u>	<u>Discount</u>	<u>Amount Due</u>
31/03/2017	G74049-07+1		LEGAL1196	31/03/2017	214.69	0.00	214.69
Total Legal & General Assurance Society ltd					<b>214.69</b>	<b>0.00</b>	<b>214.69</b>
<b>TOTAL OF PROPOSED PAYMENTS - BY CHEQUE</b>					<b>214.69</b>	<b>0.00</b>	<b>214.69</b>



## DIRECT DEBITS PAID FROM ACCOUNT

since last meeting

	<u>£</u>
De Landen Landen 01.03.17	1,539.37
BT-LC 02.03.17	35.84
BT-redcare 02.03.17	86.62
BT-LC 02.03.17	226.32
Fee Giro chq 03.03.17	1.50
BT-EB 06.03.17	80.28
BT-office 06.03.17	369.50
Credit cardFebruary 08.03.17	373.18
BT retail 09.03.17	10.20
FD 15.03.17	91.58
Global payments 16.03.17	85.00
BT 21.03.17	125.60
<b>TOTAL TRANSFERS</b>	<b><u>3,024.99</u></b>



Date\Time: 21/03/2017  
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Batch Details	
BACS ID	707038
Account No	0890356116574800(GBP )
Expected Total Amount	-
Batch Total	GBP 250.00
Settlement Date	24/03/2017
Batched By	R99OAK.EPEARS
Status	Waiting For Approval

*Handwritten notes:*  
 M. NEAVE  
 21/3/17  
 B.A. Vanley  
 21/3/17

Batch Details									
Payment Ref No	Group Ref Number	Batch Payment ID	Sort Code	Account Name	Account Number	Transaction Code	Reference	RTI / Other Reference	Transaction Amount
13328324	45615	15057798	541004	FOSSICK C	46630627	99	Deposit Refund SPC		50.00
13328273	45615	15057799	404779	JACOBS P W	02490269	99	Deposit Refund SPC		100.00
13328311	45615	15057800	403622	RAVENHILL S	42027569	99	Deposit Refund SPC		50.00
13328312	45615	15057801	119100	VAUGHAN T	00785793	99	Deposit Refund SPC		50.00

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Batch Details	
BACS ID	707038
Account No	0890356116574800(GBP)
Expected Total Amount	-
Batch Total	GBP 2,283.91
Settlement Date	10/03/2017
Batched By	R99OAK.EPEARS
Status	Processing Completed

*M. WEAVER  
15/3/17*      *B.A. Newby  
15/3/17*

Batch Details									
Payment Ref No	Group Ref	Batch Payment Number ID	Sort Code	Account Name	Account Number	Transaction Code	Reference	RTI / Other Reference	Transaction Amount
13283678	45615	15005375	801100	NORBURY PARK WOOD	06054109	99	SPC Order no 2345		2283.91

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## Outstanding Balances by Due Date as at : 21/03/2017

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
ANDR227	ANDREWS	16.50	16.50	0.00	0.00	0.00	0.00
ANS1140	ANSELL	16.50	16.50	0.00	0.00	0.00	0.00
ATHOME109	AT HOME	527.33	527.33	0.00	0.00	0.00	0.00
BATT1117	BATTEN	16.50	16.50	0.00	0.00	0.00	0.00
BEAUTIF889	BEAUTIF	38.46	38.46	0.00	0.00	0.00	0.00
BLOW226	BLOWER	16.50	16.50	0.00	0.00	0.00	0.00
BOWD208	BOWDEN	16.50	16.50	0.00	0.00	0.00	0.00
BRIG218	BRIGGSL	16.50	16.50	0.00	0.00	0.00	0.00
BROWN1120	BROWN	16.50	16.50	0.00	0.00	0.00	0.00
BUCK211	RESPONDERS	26.78	26.78	0.00	0.00	0.00	0.00
BUCK251	BUCKLAND D	16.50	16.50	0.00	0.00	0.00	0.00
BURT579	BURTNSHW	33.00	33.00	0.00	0.00	0.00	0.00
BUT2013	BUTLER	33.00	33.00	0.00	0.00	0.00	0.00
CAILES149	CAILES	45.90	45.90	0.00	0.00	0.00	0.00
CALLA098	CALLAGHAN	16.50	16.50	0.00	0.00	0.00	0.00
CHOW690	CHOWGUN	16.50	16.50	0.00	0.00	0.00	0.00
COLL1203	COLLINGWOOD	16.50	16.50	0.00	0.00	0.00	0.00
CP0069	BANDARA	26.50	26.50	0.00	0.00	0.00	0.00
CUNN252	CUNNING	16.50	16.50	0.00	0.00	0.00	0.00
CURT1118	CURTIS	16.50	16.50	0.00	0.00	0.00	0.00
D2ASS110	D2ASSOCS	425.91	425.91	0.00	0.00	0.00	0.00
DAVEY087	DAVEY	16.50	16.50	0.00	0.00	0.00	0.00
DEIGHT275	DEIGHTON	16.50	16.50	0.00	0.00	0.00	0.00
DEM930	DEMENTIA	305.56	305.56	0.00	0.00	0.00	0.00
DEV1115	DEVANEY	16.50	16.50	0.00	0.00	0.00	0.00
DOUG495	DOUGLAS	26.50	26.50	0.00	0.00	0.00	0.00
EDEN767	EDEN B	16.50	16.50	0.00	0.00	0.00	0.00
ELIM995	ELIM CHURCH FC	103.00	103.00	0.00	0.00	0.00	0.00
ELS186	ELSDEN	594.37	594.37	0.00	0.00	0.00	0.00
FAB	JASON BERRY	74.07	0.00	74.07	0.00	0.00	0.00
FIRE1208	FIRE RISK UK LTD	11.74	11.74	0.00	0.00	0.00	0.00
FLYNN1184	ALEX FLYNN	107.10	107.10	0.00	0.00	0.00	0.00
FOS822	FOSSICK	16.50	16.50	0.00	0.00	0.00	0.00
FOX973	FOX M	16.50	16.50	0.00	0.00	0.00	0.00
FOX977	FOX N	16.50	16.50	0.00	0.00	0.00	0.00
GATE 1161	GATEWAY 1161	30.60	30.60	0.00	0.00	0.00	0.00
GILB1125	GILBERT	16.50	16.50	0.00	0.00	0.00	0.00
GILL1123	GILLARD	16.50	16.50	0.00	0.00	0.00	0.00
HAN699	HANDLEY	16.50	16.50	0.00	0.00	0.00	0.00
HARD1121	HARDING	16.50	16.50	0.00	0.00	0.00	0.00
HDC042	HORSHAM DC	986.74	986.74	0.00	0.00	0.00	0.00
HIN280	TIM HINTON	-24.69	0.00	0.00	0.00	0.00	-24.69
HJUDO524	HORS JUDO	256.40	256.40	0.00	0.00	0.00	0.00
HORFCYOU	HORFCYOUTH	206.00	206.00	0.00	0.00	0.00	0.00
HOUS205	HOUSE J	16.50	16.50	0.00	0.00	0.00	0.00
HUD1116	HUDSON	16.50	16.50	0.00	0.00	0.00	0.00
Sub Total C/Fwd		<b>4,263.27</b>	<b>4,213.89</b>	<b>74.07</b>	<b>0.00</b>	<b>0.00</b>	<b>-24.69</b>

## Outstanding Balances by Due Date as at : 21/03/2017

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
	Sub Total B/Fwd	<b>4,263.27</b>	<b>4,213.89</b>	<b>74.07</b>	<b>0.00</b>	<b>0.00</b>	<b>-24.69</b>
INGYM698	INFINGYMN	1,875.12	1,875.12	0.00	0.00	0.00	0.00
JOY1204	JOY	26.50	26.50	0.00	0.00	0.00	0.00
KATH876	BRIGGS	137.70	137.70	0.00	0.00	0.00	0.00
LAVR685	LAVERC	16.50	16.50	0.00	0.00	0.00	0.00
LEW362	LEWIS	16.50	16.50	0.00	0.00	0.00	0.00
LRBC	LRBC	49.38	65.84	-16.46	0.00	0.00	0.00
MADILL1051	MADILL	32.92	0.00	32.92	0.00	0.00	0.00
MARION	RICHARDSON	-8.00	0.00	0.00	0.00	-8.00	0.00
MART006	MARTIN	16.50	16.50	0.00	0.00	0.00	0.00
MCDONN912	MCDONNELL	16.50	16.50	0.00	0.00	0.00	0.00
MERR1200	MERRITT	8.23	0.00	8.23	0.00	0.00	0.00
MOOR220	MOOREY	33.00	33.00	0.00	0.00	0.00	0.00
MORR1126	MORRIS	16.50	16.50	0.00	0.00	0.00	0.00
MSA939	MSA	691.91	691.91	0.00	0.00	0.00	0.00
MUS574	MUSIC BUS	102.56	102.56	0.00	0.00	0.00	0.00
NCT 1101	NCT1101	32.05	32.05	0.00	0.00	0.00	0.00
NEWELL993	NEWELL	16.50	16.50	0.00	0.00	0.00	0.00
OAKL745	OAKLAND	529.13	529.13	0.00	0.00	0.00	0.00
PHIL682	PHILATELIC	53.56	53.56	0.00	0.00	0.00	0.00
PRO835	PROBUS	43.52	43.52	0.00	0.00	0.00	0.00
QUIG235	QUIGLEY	16.50	16.50	0.00	0.00	0.00	0.00
RICH570	RICHARD	16.50	16.50	0.00	0.00	0.00	0.00
ROBER994	ROBERTS JM	16.50	16.50	0.00	0.00	0.00	0.00
ROOK239	ROOK J	16.50	16.50	0.00	0.00	0.00	0.00
ROSEB746	ROSEBUILD	748.53	748.53	0.00	0.00	0.00	0.00
ROY255	ROYAL UNITED	206.00	206.00	0.00	0.00	0.00	0.00
SAM1194	SAMBROOK	12.82	12.82	0.00	0.00	0.00	0.00
SART600	SOUTH ART	128.20	128.20	0.00	0.00	0.00	0.00
SOC190	TINYSOCCERSTARS	160.65	160.65	0.00	0.00	0.00	0.00
SOUBO183	SOUTH BOWLS	290.92	290.92	0.00	0.00	0.00	0.00
SOUTH976	SOUTH-BERRIMAN	309.00	309.00	0.00	0.00	0.00	0.00
STRAN714	STRANKS	16.50	16.50	0.00	0.00	0.00	0.00
STRO689	STRONACH	16.50	16.50	0.00	0.00	0.00	0.00
STUR005	STURT	16.50	16.50	0.00	0.00	0.00	0.00
SXPOL172	SUSSEX POLICE	2,242.34	2,242.34	0.00	0.00	0.00	0.00
T HAY	HAYWARD	16.50	16.50	0.00	0.00	0.00	0.00
THAKE1171	THAKENHAM	103.00	0.00	103.00	0.00	0.00	0.00
TURNW1119	TURNWELL	16.50	16.50	0.00	0.00	0.00	0.00
U3A181	U3A	69.82	69.82	0.00	0.00	0.00	0.00
ULDER247	ULDERIGO	16.50	16.50	0.00	0.00	0.00	0.00
WALL221	WALLISK	16.50	16.50	0.00	0.00	0.00	0.00
WEI259	WEIGHT W	303.80	303.80	0.00	0.00	0.00	0.00
WHIT1128	WHITTAKER J	16.50	16.50	0.00	0.00	0.00	0.00
WHIT212	WHITE I	16.50	16.50	0.00	0.00	0.00	0.00
	Sub Total C/Fwd	<b>12,759.43</b>	<b>12,590.36</b>	<b>201.76</b>	<b>0.00</b>	<b>-8.00</b>	<b>-24.69</b>

## Outstanding Balances by Due Date as at : 21/03/2017

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
	Sub Total B/Fwd	<b>12,759.43</b>	<b>12,590.36</b>	<b>201.76</b>	<b>0.00</b>	<b>-8.00</b>	<b>-24.69</b>
WHITK250	WHITTAKER	33.00	33.00	0.00	0.00	0.00	0.00
WIL759	WILSONK	33.00	33.00	0.00	0.00	0.00	0.00
WILLI370	WILLIAMS	16.50	16.50	0.00	0.00	0.00	0.00
WSCC187	WSCC ADULT	65.32	80.32	-15.00	0.00	0.00	0.00
WSCL173	WSCCLIB	2,448.86	2,439.20	146.21	0.00	0.00	-136.55
WSCLIBECWSXLIBEC		435.37	0.00	435.37	0.00	0.00	0.00
WSXHIGH87	WSXHIGHWAYS	98.40	98.40	0.00	0.00	0.00	0.00
YOUNG242	YOUNG A	16.50	16.50	0.00	0.00	0.00	0.00
<b>Total Sales Ledger No 1</b>		<b>15,906.38</b>	<b>15,307.28</b>	<b>768.34</b>	<b>0.00</b>	<b>-8.00</b>	<b>-161.24</b>
<b>TOTAL SALES LEDGER BALANCES</b>		<b>15,906.38</b>	<b>15,307.28</b>	<b>768.34</b>	<b>0.00</b>	<b>-8.00</b>	<b>-161.24</b>

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b><u>Full Council/F &amp; GP</u></b>							
101	<u>Parish Council General</u>						
4000	Salaries	13,616	156,134	172,000	15,866		15,866
4001	Employers National Insurance	1,012	11,494	9,650	-1,844		-1,844
4002	Employers Pension Contribution	3,896	43,558	37,848	-5,710		-5,710
4003	Staff Mileage/Expenses	16	986	1,750	764		764
4004	Pension Health Liability Insur	215	2,167	0	-2,167		-2,167
4030	Training/Courses	69	1,705	3,000	1,295		1,295
4031	Election Costs	0	0	4,000	4,000		4,000
4070	Uniform	0	0	26	26		26
4080	Health & Safety	0	119	350	231		231
4123	Street Lighting	0	2,852	5,000	2,148	309	1,839
4130	Insurance	0	12,781	17,340	4,559		4,559
4155	Cleaning Materials	0	0	500	500		500
4156	Litter Equipment	0	0	392	392		392
4175	Maintenance	0	0	500	500		500
4180	Improvement Projects	0	-20,300	3,000	23,300		23,300
4235	War Memorial Maintenance	0	0	500	500		500
4240	Grass Cutting	1,323	7,265	13,390	6,125		6,125
4245	Allotments Costs	0	68	2,500	2,432		2,432
4270	Litter Bins	398	2,434	2,856	422		422
4275	Dog Bins	200	1,224	1,428	204		204
4400	Printing & Stationery	138	2,996	5,100	2,104		2,104
4405	Photocopier Costs	0	2,436	2,346	-90		-90
4415	Marketing	0	957	4,080	3,123		3,123
4420	Newsletter	588	2,444	3,315	871		871
4425	Communications & Consultancy	2,858	16,049	7,500	-8,549		-8,549
4440	Telephone	105	3,762	1,873	-1,890		-1,890
4455	Postage	0	625	500	-125		-125
4460	Subscriptions	0	3,050	3,000	-50		-50
4480	Computing Costs	160	4,931	3,500	-1,431		-1,431
4500	Chairmans Allowance	0	470	300	-170		-170
4520	Members Travel & Subsistance	0	0	500	500		500
4550	Bank Charges	95	1,295	0	-1,295		-1,295
4555	Legal Expenses	0	6,210	4,000	-2,210		-2,210
4570	Internal Audit	0	357	1,500	1,143		1,143
4580	External Audit	0	1,300	2,000	700		700
4585	Professional Fees	22	3,226	1,530	-1,696		-1,696
4600	Christmas Expenses	0	3,807	1,000	-2,807	3,418	-6,225
4730	Licences	0	0	1,000	1,000		1,000

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4750	Catering Costs	0	385	500	115		115
4800	Grants - Community	0	25,277	20,000	-5,277		-5,277
4916	Community Events	0	0	1,550	1,550		1,550
4925	Bus Shelter	0	428	117	-311		-311
	Parish Council General :- Expenditure	<b>24,710</b>	<b>302,495</b>	<b>341,241</b>	<b>38,746</b>	<b>3,727</b>	<b>35,018</b>
1080	Allotment Lettings	0	1,228	927	301		0
1270	Christmas Income	0	5,083	2,500	2,583		0
1410	Catering Income	0	6	500	-494		0
1510	Nuthurst Parish Council	0	0	1,950	-1,950		0
1700	Grants Received	0	17,506	16,000	1,506		0
1800	Miscellaneous Income	0	191	6,700	-6,509		0
1870	Interest Received	0	2,643	0	2,643		0
1900	Precept Received	0	324,468	0	324,468		0
1901	Precept Grant	0	4,633	4,633	0		0
1924	Community Events	0	0	1,800	-1,800		0
	Parish Council General :- Income	<b>0</b>	<b>355,758</b>	<b>35,010</b>	<b>320,748</b>		
	<b>Net Expenditure over Income</b>	<b>24,710</b>	<b>-53,263</b>	<b>306,231</b>	<b>359,494</b>		
<u>102</u>	<u>Parish Office/Beeson House</u>						
4000	Salaries	732	8,261	0	-8,261		-8,261
4001	Employers National Insurance	4	4	0	-4		-4
4003	Staff Mileage/Expenses	0	25	0	-25		-25
4105	HDC Service Charge	0	-10,000	0	10,000		10,000
4110	Rates	0	19,803	12,000	-7,803		-7,803
4122	Electricity	2,876	7,003	10,404	3,401		3,401
4130	Insurance	0	1,083	5,202	4,119		4,119
4140	Sinking Fund	0	6,575	0	-6,575		-6,575
4197	Beeson House External Charges	0	764	0	-764		-764
4198	Beeson House Internal Charges	414	10,251	0	-10,251		-10,251
4300	D2 Rental Costs	0	2,340	2,600	260		260
4302	Oakland Ins Servs Rental Costs	0	3,015	3,350	335		335
4303	Rose Building Serv Rental Cost	0	3,600	4,000	400		400
4304	Sussex Police Rental Costs	0	2,876	3,195	319		319
4312	Youth Club Rental Costs	0	7,635	7,635	0		0
4318	Beeson House Service Charge	0	14,868	0	-14,868		-14,868
4319	D2 Service Charge Costs	0	0	1,031	1,031		1,031
4320	MSA Service Charge Costs	0	0	1,812	1,812		1,812
4321	Oakland Ins Service Charge Cos	0	0	1,286	1,286		1,286
4322	Rose Build Service Charge Cost	0	0	1,961	1,961		1,961



Month No : 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4323 Sussex Police Service Chg Cost	0	0	2,593	2,593		2,593
4324 WSCC Library Service Chg Costs	0	0	12,930	12,930		12,930
4325 Lower Office1 Service Chg Cost	0	0	635	635		635
4326 Upper Office1 Service Chg Cost	0	0	1,407	1,407		1,407
4327 Upper Office2 Service Chg Cost	0	0	1,372	1,372		1,372
4328 Upper Office3 Service Chg Cost	0	0	1,209	1,209		1,209
4329 Upper Office4 Service Chg Cost	0	0	763	763		763
4330 ParishCouncil Service Chg Cost	0	0	23,498	23,498		23,498
4555 Legal Expenses	0	3,760	0	-3,760		-3,760
4585 Professional Fees	0	750	0	-750		-750
4730 Licences	0	146	0	-146		-146
<b>Parish Office/Beeson House :- Expenditure</b>	<b>4,026</b>	<b>82,758</b>	<b>98,883</b>	<b>16,125</b>	<b>0</b>	<b>16,125</b>
1000 Hall Hires	273	6,397	11,220	-4,823		0
1410 Catering Income	0	0	150	-150		0
1500 Recharge - Library	2,045	13,695	0	13,695		0
1502 Recharge - Youth Club	0	-691	0	-691		0
1503 Recharge - Sussex Police	652	3,366	0	3,366		0
1504 Recharge - Oakland Ins Servs	324	2,013	0	2,013		0
1505 Recharge - D 2 Associates Ltd	259	1,604	0	1,604		0
1506 PC Rents	0	-1,625	0	-1,625		0
1507 HDC service charge	0	1,909	0	1,909		0
1508 PC service charge	0	0	4,335	-4,335		0
1509 Recharge - Rose Building Servs	493	2,396	0	2,396		0
1514 Recharge - MSA	456	3,380	0	3,380		0
1515 Recharge - At Home Estate Ag	354	1,670	0	1,670		0
1516 D2 Rent Received	217	2,167	2,600	-433		0
1517 MSA Rent Received	514	4,628	6,171	-1,543		0
1518 Oakland Ins Servs Rent Receive	279	2,792	3,350	-558		0
1519 Rose Building Servs Rent Recd	333	3,333	4,000	-667		0
1520 Sussex Police Rent Received	799	3,195	3,195	0		0
1522 Lower Office 1Rent Received	0	0	2,167	-2,167		0
1523 At Home Estates Rent Received	250	2,022	4,788	-2,766		0
1524 Upper Office 2 Rent Received	0	0	4,667	-4,667		0
1525 Upper Office 3 Rent Received	0	0	4,112	-4,112		0
1526 Upper Office 4 Rent Received	0	0	2,599	-2,599		0
1528 Youth Club Rent Received	0	0	7,635	-7,635		0
1529 Youth Club Office Rent Receive	0	0	1,552	-1,552		0
1530 Lobby/Store Rent Received	0	0	1,728	-1,728		0
1535 D2 Service Charges Received	0	0	1,031	-1,031		0
1536 MSA Service Charges Received	0	0	1,813	-1,813		0

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1537	Oakland Ins Service Charge Rec	0	0	1,287	-1,287		0
1538	Rose Building Service Chgs Rec	0	0	1,961	-1,961		0
1539	Sussex Police Service Chgs Rec	0	0	2,593	-2,593		0
1540	WSCC Library Service Chgs Recd	0	0	12,930	-12,930		0
1541	Lower Office 1 Service Chg Rec	0	0	635	-635		0
1542	At Home Estates Serv Chgs Recd	0	254	1,407	-1,153		0
1543	Upper Office2 Service Chg Recd	0	0	1,372	-1,372		0
1544	Upper Office3 Service Chg Recd	0	0	1,209	-1,209		0
1545	Upper Office4 Service Chg Recd	0	0	763	-763		0
1546	Parish Council Service Chg Rec	0	0	13,608	-13,608		0
1547	Youth Club Service Chgs Recd	0	0	8,925	-8,925		0
1548	Youth Club Office Serv Chg Rec	0	0	456	-456		0
1549	Lobby/Store Service Chgs Recd	0	0	508	-508		0
	Parish Office/Beeson House :- Income	<b>7,249</b>	<b>52,503</b>	<b>114,766</b>	<b>-62,263</b>		
	<b>Net Expenditure over Income</b>	<b>-3,224</b>	<b>30,254</b>	<b>-15,883</b>	<b>-46,138</b>		
105	<u>Leisure Centre &amp; Gym</u>						
4000	Salaries	9,384	98,606	106,128	7,522		7,522
4001	Employers National Insurance	658	7,064	6,739	-325		-325
4002	Employers Pension Contribution	2,077	29,660	23,348	-6,312		-6,312
4003	Staff Mileage/Expenses	0	187	800	613		613
4030	Training/Courses	0	415	1,200	785	40	745
4070	Uniform	0	176	204	28		28
4080	Health & Safety	0	509	612	103		103
4110	Rates	0	22,862	22,997	135		135
4115	Water & Sewage	0	-1,672	1,353	3,025		3,025
4120	Gas	733	5,705	6,630	925		925
4122	Electricity	248	5,631	7,650	2,019		2,019
4155	Cleaning Materials	259	3,470	3,500	30		30
4157	Refuse Collection	0	1,574	900	-674		-674
4160	Window Cleaning	70	245	286	41		41
4175	Maintenance	1,118	10,361	20,000	9,639	45	9,594
4177	Fire & Smoke Alarm	0	423	1,500	1,077		1,077
4178	CCTV	0	0	1,000	1,000		1,000
4180	Improvement Projects	0	0	33,823	33,823		33,823
4400	Printing & Stationery	5	135	1,000	865		865
4405	Photocopier Costs	0	258	638	380		380
4415	Marketing	110	2,017	4,080	2,063		2,063
4430	Holiday Club	0	510	300	-210		-210
4440	Telephone	0	876	969	93		93

Month No : 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4455 Postage	0	72	255	183		183
4480 Computing Costs	0	680	1,500	820		820
4550 Bank Charges	82	886	1,500	614		614
4585 Professional Fees	0	2,185	0	-2,185		-2,185
4600 Christmas Expenses	0	28	0	-28		-28
4690 Junior Coaching	0	96	0	-96		-96
4691 Coaching Instruction	60	6,400	12,536	6,136	375	5,761
4692 Sports Equipment	320	16,510	19,380	2,870		2,870
4700 Bar Purchases	0	4,105	4,284	179		179
4730 Licences	0	2,054	2,800	746		746
4740 Archery Expenditure	0	239	663	424		424
4750 Catering Costs	65	440	6,000	5,560		5,560
Leisure Centre & Gym :- Expenditure	<b>15,189</b>	<b>222,705</b>	<b>294,574</b>	<b>71,869</b>	<b>460</b>	<b>71,409</b>
1000 Hall Hires	1,453	63,806	73,440	-9,634		0
1005 Memberships	0	1,570	0	1,570		0
1010 Gym Fees	864	71,569	86,000	-14,431		0
1011 Inductions	110	1,850	2,448	-598		0
1092 Sports Equipment Income	0	0	104	-104		0
1300 Junior Coaching	136	1,920	6,854	-4,934		0
1301 Coaching Instruction	593	12,092	18,000	-5,908		0
1400 Function Income	0	0	3,745	-3,745		0
1410 Catering Income	0	0	9,988	-9,988		0
1420 Bar Income	313	7,151	7,803	-652		0
1425 Holiday Club	0	699	1,530	-831		0
1427 Archery Income	69	876	5,875	-5,000		0
1800 Miscellaneous Income	8	53	30,000	-29,947		0
Leisure Centre & Gym :- Income	<b>3,547</b>	<b>161,586</b>	<b>245,788</b>	<b>-84,202</b>		
<b>Net Expenditure over Income</b>	<b>11,642</b>	<b>61,119</b>	<b>48,786</b>	<b>-12,333</b>		
<u>110 Easteds Barn</u>						
4000 Salaries	288	1,790	0	-1,790		-1,790
4001 Employers National Insurance	4	4	0	-4		-4
4003 Staff Mileage/Expenses	25	150	0	-150		-150
4080 Health & Safety	0	13	0	-13		-13
4110 Rates	0	1,428	1,694	266		266
4115 Water & Sewage	0	246	220	-25		-25
4120 Gas	79	-262	1,040	1,302		1,302
4122 Electricity	129	513	624	111		111
4155 Cleaning Materials	428	878	936	58		58

Month No : 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4175 Maintenance	0	319	510	191	38	152
4177 Fire & Smoke Alarm	0	776	255	-521		-521
4440 Telephone	0	268	204	-64		-64
4585 Professional Fees	0	450	0	-450		-450
4730 Licences	0	70	0	-70		-70
Easteds Barn :- Expenditure	<b>954</b>	<b>6,643</b>	<b>5,484</b>	<b>-1,159</b>	<b>38</b>	<b>-1,197</b>
1000 Hall Hires	440	11,169	20,000	-8,831		0
1800 Miscellaneous Income	0	-15	31	-46		0
Easteds Barn :- Income	<b>440</b>	<b>11,154</b>	<b>20,031</b>	<b>-8,877</b>		
<b>Net Expenditure over Income</b>	<b>513</b>	<b>-4,511</b>	<b>-14,547</b>	<b>-10,036</b>		
<u>120 Church Lane</u>						
4110 Rates	0	617	0	-617		-617
4122 Electricity	0	172	0	-172		-172
4425 Communications & Consultancy	0	350	0	-350		-350
4555 Legal Expenses	0	5,264	0	-5,264		-5,264
4585 Professional Fees	0	3,830	0	-3,830		-3,830
Church Lane :- Expenditure	<b>0</b>	<b>10,233</b>	<b>0</b>	<b>-10,233</b>	<b>0</b>	<b>-10,233</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>10,233</b>	<b>0</b>	<b>-10,233</b>		
Full Council/F & GP :- Expenditure	<b>44,879</b>	<b>624,834</b>	<b>740,182</b>	<b>115,347</b>	<b>4,226</b>	<b>111,122</b>
Income	<b>11,236</b>	<b>581,001</b>	<b>415,595</b>	<b>165,406</b>		
<b>Net Expenditure over Income</b>	<b>33,643</b>	<b>43,833</b>	<b>324,587</b>	<b>280,754</b>		

**Ringfenced**

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>901 Ringfenced</u>						
4900 Youth Ringfenced	0	1,219	0	-1,219		-1,219
4902 Easteds Barn Ringfenced	692	975	0	-975	450	-1,425
4904 Public Open Space	350	5,905	0	-5,905	22,963	-28,868
4905 Village/Railway Signs	0	75	0	-75		-75
4906 Skateboard Park Ringfenced	0	1,154	0	-1,154		-1,154
4909 Young @ Heart Ringfenced	0	222	0	-222		-222
4910 Neighbourhood Plan	0	4,731	0	-4,731		-4,731
4911 MUGA Ringfenced	0	821	0	-821		-821
4922 Luncheon Club	50	2,179	0	-2,179		-2,179
4924 Roundabouts R/F	1,844	1,844	1,250	-594		-594
4927 Tesco Woodland Project	1,903	2,975	0	-2,975	1,903	-4,879
4928 Grant WSCC (youth)	0	1,180	3,400	2,220	1,216	1,004
Ringfenced :- Expenditure	<b>4,839</b>	<b>23,280</b>	<b>4,650</b>	<b>-18,630</b>	<b>26,532</b>	<b>-45,163</b>

Month No : 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1910 Income Youth Ringfenced	120	4,225	0	4,225		0
1911 Income Little Barn Owls	0	8,150	0	8,150		0
1919 Income - Young at Heart	0	286	0	286		0
1921 Income MUGA R/F	537	8,625	0	8,625		0
1928 Income Luncheon Club	81	1,642	0	1,642		0
1931 Roundabouts R/F	0	5,700	0	5,700		0
1937 Tesco Woodland Project	0	7,500	0	7,500		0
Ringfenced :- Income	<b>738</b>	<b>36,128</b>	<b>0</b>	<b>36,128</b>		
<b>Net Expenditure over Income</b>	<b>4,101</b>	<b>-12,847</b>	<b>4,650</b>	<b>17,497</b>		
Ringfenced :- Expenditure	<b>4,839</b>	<b>23,280</b>	<b>4,650</b>	<b>-18,630</b>	<b>26,532</b>	<b>-45,163</b>
Income	<b>738</b>	<b>36,128</b>	<b>0</b>	<b>36,128</b>		
<b>Net Expenditure over Income</b>	<b>4,101</b>	<b>-12,847</b>	<b>4,650</b>	<b>17,497</b>		

## Detailed Balance Sheet (Including Stock Movement)

Month No: 12

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<u>Current Assets</u>				
100	Trade Debtors	15,906	0	15,906
102	Sundry Debtors	1,870	0	1,870
120	VAT Control	-3,135	0	-3,135
130	Prepayments & Accrued Income	-5	0	-5
200	Bank Account 1	-30,889	0	-30,889
201	Bank Account 2	72,964	0	72,964
202	Bank Account 3	377	0	377
203	Bank Account 4	500	0	500
205	Lloyds Current	307	0	307
220	Petty Cash	553	0	553
222	Virgin Money Bank Account	201,391	0	201,391
<b>Total Current Assets</b>		<b>259,840</b>	<b>0</b>	<b>259,840</b>
<u>Current Liabilities</u>				
500	Trade Creditors	18,606	0	18,606
530	Accruals & Other Creditors	1,500	0	1,500
566	Damage Deposit	615	0	615
568	Key Deposit	60	0	60
<b>Total Current Liabilities</b>		<b>20,781</b>	<b>0</b>	<b>20,781</b>
<b>Net Current Assets</b>		<b>239,059</b>	<b>0</b>	<b>239,059</b>
<b>Total Assets less Current Liabilities</b>		<b>239,059</b>	<b>0</b>	
<u>Represented By :-</u>				
300	Current Year Fund	-30,986	-305,584	274,598
310	General Fund	36,766	0	36,766
320	Earmarked Reserves	233,279	0	233,279
<b>Total Equity</b>		<b>239,059</b>	<b>-305,584</b>	<b>544,643</b>

**Southwater Parish Council 2016/17**

**Bank - Cash and Investment Reconciliation as at 21 March 2017**

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Bank Account 1	358.09
2	Bank Account 2	52,757.38
3	Bank Account 3 14 Days	377.47
4	Bank Account 4	500.00
5	Brittania Investment a/c	0.00
6	Petty Cash Leisure Centre	60.46
6	Petty Cash - Youth Club Manage	244.79
6	Petty Cash - Office	197.83
7	Lloyds Bank Account	0.00
8	Virgin Money Bank Account	201,391.49
9	Natwest Bank	0.00
10	Special Int Bearing - Natwest	0.00
11	Lloyds Current	30,306.73
		<b>286,194.24</b>
<u>Other Bank &amp; Cash Balances</u>		
	Petty Cash Suspense	0.00
	Cash Book Suspense	0.00
		<b>0.00</b>
		<b>286,194.24</b>
<u>Unpresented Payments</u>		
1	25/01/2017 307860	50.00
		<b>50.00</b>
		<b>286,144.24</b>
<u>Receipts not on Bank Statement</u>		
1	17/03/2017	114.60
		<b>114.60</b>
		<b>286,258.84</b>
<b>Closing Balance</b>		
<u>All Cash &amp; Bank Accounts</u>		
	Bank Account 1	-30,889.45
	Bank Account 2	72,964.15
	Bank Account 3	377.47
	Bank Account 4	500.00
	Lloyds Current	306.73
	Brittania Investment Account	0.00
	Petty Cash	553.08
	Lloyds Bank Account	0.00
	Virgin Money Bank Account	201,391.49
	Natwest Bank	0.00
	Special Int Bearing - Natwest	0.00
	Other Bank & Cash Balances	0.00
	<b>Total Bank &amp; Cash Balances</b>	<b>245,203.47</b>