

Dear Councillors

**You are duly summoned to the meeting of Graffham Parish Council on Monday 21<sup>st</sup> November 2022 commencing at 7:00pm at the Empire Hall.**

**Members of the public are welcome to join this meeting and speak for a maximum of five minutes about an item on the agenda during the Public Session at the discretion of the Chair.**



M Simpson  
Clerk to the Council  
15<sup>th</sup> November 2022

### **AGENDA**

**1. Attendance and Apologies for Absence**

To accept apologies and reasons for absence.

**2. Councillor Co-option**

To receive written applications for the office of Parish Councillor and to Co-opt candidates to fill the existing vacancies.

**3. To Receive Declarations of Interest, Notification of Changes to Members' Interests and consider any requests for a dispensation.**

To receive any declarations of interests from Members in respect to items on the agenda.

**4. Public Session (Members of the Public may speak for up to five minutes at the discretion of the Chair)**

To note any comments.

**5. Approval of the minutes from the Parish Council held on 30<sup>th</sup> September 2022**

To review and approve.

**6. County Councillor reports**

To receive any reports.

**7. District Councillor reports**

To receive any reports.

**8. Chair's announcements**

To note any announcements.

**9. Planning applications**

**SDNP/22/04296/FUL** Woodcote Farm Cottage Woodcote Graffham Petworth West Sussex GU28 0NX Proposal: Replacement dwelling and garage with associated landscaping.

**SDNP/22/03774/FUL** Nonnington Estate Nonnington Lane Graffham Petworth West Sussex GU28 0PX Proposal: Construction of a sand school and stable block consisting of 7 no. stables, grooming area, hay barn and tack room for domestic use.

**SDNP/22/03593/HOUS** 17 Guillods Cottages Graffham Petworth West Sussex GU28 0NR Proposal: Single storey rear and side extensions and construction of a front entrance porch.

**SDNP/22/04957/HOUS** Down House The Street Graffham West Sussex GU28 0QA Proposal: New garage and drive.

**10. Payments and bank reconciliation**

Review schedule of payments and bank reconciliations since the last meeting (30<sup>th</sup> September 2022).

**11. Variance Report**

To note any variances in actual vs budget for the current financial year.

**12. Recreation Ground**

To receive an update on plans for Graffham playground

**13. To receive reports on or from:**

**Highways and Footpaths**

**Empire Hall**

**Selham and Ambersham**

**14. Policies**

**(a) To review the Council's Standing Orders**

**(b) To review the Council's Financial Regulations**

**(c) To review the Council's Financial Risk Assessment**

**(d) To consider adopting a Grants Policy**

**15. Budget 2023-24**

To consider the Council's budget for 2023-24

**16. Community Infrastructure Levy (CIL)**

To receive an update on the Council's CIL funding

**17. Graffham Nursery**

To discuss an application for playground funding

**18. Defibrillators**

To consider a request from Graffham Health Support Association to take over the maintenance costs for the two defibrillators in Graffham

**19. Next meeting date**

To confirm the date of the next meeting

**Receipts since the last meeting on 30<sup>th</sup> September 2022**

Date	Payer	Code	Amount (£)
20.10.22	SDNPA	CIL	13,071.95
31.10.22	Natwest	Bank interest	4.79
		<b>Total</b>	<b>13,076.74</b>

**Payments since the last meeting on 30<sup>th</sup> September 2022**

Date	Payee	Code	Amount (£)
28.10.2022	Mike Simpson	Salary	390.77
30.10.22	Mike Simpson	Home office	20.00
14.11.22	British Legion	Poppy wreath	20.00
14.11.22	HMRC	PAYE 2 <sup>nd</sup> Quarter	293.00
		<b>Total</b>	<b>723.77</b>

**Bank reconciliation as at 15th November 2022**

£

Balance per bank statement at 15th November

**Current Account** 27,378.38**Reserve Account** 14,688.48**Total** **42,066.86**

Add: outstanding receipts 0.00

Total

Less: outstanding payments 0.00

Total

0

**Net Balances****42,066.86**

Cash Book

Opening balance (1st April) 28,727.53

Add Receipts 37,016.57

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Less payments 23,677.24

**42,066.86**